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ABSTRACT

This resource book, for drug and alcohol treatment program personnel, provides convenient access to information in all aspects of training; courses developed at government expense are listed along with the organizations that have the capabilities to present them. Short descriptions of 20 courses developed and/or published by the National Drug Abuse Center (NDAC) since 1972, and 15 courses developed at the National Center for Alcohol Education (NCAE) during a similar period, are listed alphabetically by course title. The format for the course listings consists of a description of purpose; statement of program goals, and target training population; description of course content, methodology, and materials; and a description of trainer and time requirements. A comprehensive listing of state training programs and other organizations is also presented, arranged alphabetically by state. Information in this section includes the address of each state's single state agency and state prevention coordinator; the address of the State Training Support Program (STSP), and general and specific descriptions of the functions of the STSP. The book also provides: (1) a description of the American Council on Education (ACE) course accreditation process, and a list of National Training System (NTS) courses recommended for credit by ACE; (2) a listing of federal agencies which operate, support, or provide assistance for drug abuse manpower training programs; (3) a listing of the 1,200 academic institutions participating in the ACE approved credit recommendations program; and (4) a listing of organizations which have offered summer schools, institutes or programs in graduate or undergraduate education in alcohol/drug education. The appendices include a brief history of NIDA'S National Training System, and a listing of the regional despository libraries in each state which have copies of the 26 national level drug abuse training course packages. (MCF)

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national
training system
division of
training

national institute
on drug abuse

u.s. department of health
and human services
public health service
alcohol, drug abuse,
and mental health
administration

december 1982/december 1983

SOURCE BOOK

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NATIONAL INSTITUTE OF EDUCATION
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**U.S. DEPARTMENT OF HEALTH
AND HUMAN SERVICES**

PUBLIC HEALTH SERVICE
ALCOHOL, DRUG ABUSE,
AND MENTAL HEALTH ADMINISTRATION

**national
training system**

national institute
on drug abuse

division of training
5600 fishers lane
rockville, maryland 20857

- **regional support center services**
- **grant-supported training courses**
- **state-sponsored courses**
- **state drug & alcohol institutes**
- **career mobility schools**

december **1982**/december **1983**

SOURCE BOOK

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Printed 1982

DEPARTMENT OF HEALTH & HUMAN SERVICES

Public Health Service

Alcohol, Drug Abuse, and
Mental Health Administration
National Institute on Drug Abuse
5600 Fishers Lane
Rockville MD 20857

Dear Colleague:

A major new initiative is underway at the National Institute on Drug Abuse to facilitate the transfer of successful technologies among drug abuse service providers. Many concrete and proven new methodologies have been identified in the fields of treatment research, prevention programming, and the development and delivery of staff training materials. This Source Book is designed to assist in the process of technology transfer by putting the reader in touch with appropriate resources in his or her part of the nation.

During the past decade the National Institute on Drug Abuse has promoted the development of diverse training resources to meet the professional development needs of staff in the prevention, treatment, and rehabilitation programs that serve substance abusers. This effort has produced a comprehensive and coherent system of organizations, skilled trainers, and course materials that are housed in and delivered by state and local governments and academic institutions.

Over a ten-year period the Institute funded the development, by the National Drug Abuse Center, of text materials for dozens of courses. At the same time the National Institute on Alcohol Abuse and Alcoholism has funded the National Center for Alcohol Education's course development program. The typical course consisted of a trainer's manual, a book of readings, and a participants' workbook. Almost without exception the courses involved students in a mixture of didactic instructional exercises and group process activities that assured that both intellectual mastery of the content *and* emotional incorporation of the information were possible.

During this same period, NIDA's Division of Training also funded the development of training delivery and support mechanisms at regional and state levels. From 1974 to 1982 five regional centers provided thousands of hours of academic instruction and technical assistance to state agency personnel in three major areas:

- development of state training, planning and delivery mechanisms,
- creation of a cadre of skilled master trainers with generic training skills, and
- specific instruction on the content, management, and delivery of dozens of specific courses.

The task of creating a drug abuse staff training program was approached differently by each state. No two programs are alike, yet each incorporates elements of the national courses and regional support programs into its substance abuse training program.

The purpose of this Source Book is to bring together in one reference volume descriptions of the NDAC and NCAE courses, lists of state and local training providers who present these and other courses, and lists of other professional development resources in the United States.

Sincerely,

Dr. Lonnie E. Mitchell
Acting Director
Division of Training

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This book will provide drug and alcohol treatment program personnel (and others with responsibility for planning or delivering training in the substance abuse field) with a convenient source of information concerning all aspects of training; basically, the reader will find listed a variety of courses developed at government expense and the organizations that have the capabilities to present them. The courses are targeted to prevention, treatment and rehabilitation personnel; the organizations include local and state training providers as well as Federal programs that offer training to drug program staff.

In the past, these courses have been offered through state and regional operations supported, in large measure, by Federal funds. This degree of involvement clearly will decline. States and other units of organization (including academic institutions) will bear increasing responsibility for planning and providing training. The Federal activities will center around gathering and disseminating information rather than spearheading planning and underwriting direct services. Otherwise stated, the Federal responsibility will be for technology transfer, using that term in the broadest possible sense.

Division of Training

During the 70's the Federal government supported the development of courses and funded the building of a strong cadre of trainers and organizations to sponsor training. By the early 80's the system of courses and human resources for their delivery had reached an optimum level of function.

Because the process of capacity building was relatively complete, the states were able, by and large, to accept responsibility for the design and delivery of courses; it remains now for them to further refine, adapt and utilize the course materials and strengthen the cadre of skilled trainers that was developed during the 70's and early 80's.

As this process of further independent growth and diversification grows at the state and local levels, the emerging Federal role is one of managing and expediting the technology transfer process. NIDA's Division of Training is well situated to take stock of developing trends in staff training and disseminate the findings and experience of the states to other states, academic institutions, and local training providers.

During the developmental years of the National Training System (which are described in Appendix A) the text materials necessary to conduct NTS courses (trainers' manuals, participants' manuals, and resource books) were made available in classroom quantities by the National Drug Abuse Center for Training and Resource Development. Reference copies of each new course or revised course were also placed by the Superintendent of Documents in some 52 Regional Depository Libraries around the United States. A recent listing of the Regional Depository Libraries is included in this Source Book. Manuals can be ordered through the U.S. Government Printing Office.

As the responsibility for continuing provision of training shifts to the states, so also will the responsibility for printing of study materials. A small stock of course materials (and printing negatives) will be held by NIDA's National Center for Drug Abuse Information (NCDAI) for loan to states wishing to reprint the courses at their own expense.

The person to contact at NIDA is:

Leona Ferguson
National Center for Drug Abuse Information
Room 10A-43
5600 Fishers Lane
Rockville, Maryland 20852
301-443-6500

In addition to NCDAI, the NIDA Resource Center will house a hard copy and printing negatives for all NDAC and NCAE courses and for a large number of state-developed courses. The Resource Center also offers the following services and resources: medline literature searches, toxline literature searches, loans from the library collection, inter-library loans, microfiche/film reader printer, information and reference services, and drug abuse and microfiche collection. The person to contact at NIDA is:

Ilsa Vada
NIDA Resource Center
Room 10A-54
5600 Fishers Lane
Rockville, Maryland 20852
301-443-6500

Health Professions Education

The National Institute on Drug Abuse continues to support (in a collaborative effort with NIAAA) the activities of the Career Teachers Program under which faculty members in selected medical schools are assisted to develop curricula and teaching materials for use in medical school education. Working with the National Board of Medical Examiners, the Career Teachers Program has helped introduce drug abuse questions in the M.D. National Board Examinations and Specialty Board examinations and has surveyed medical, dental, and nursing school curricula to assess drug abuse content. For information on this program please contact:

James Callahan, D.P.A.
Deputy Director
Division of Training
National Institute on Drug Abuse
5600 Fishers Lane
Rockville, Maryland 20852
301-443-6720

Organization of the Source Book

The Source Book contains short descriptions of some 20 courses developed and/or published by the National Drug Abuse Center since 1972. It also contains descriptions of 15 courses developed at the National Center for Alcohol Education during a similar period. The list is arranged alphabetically by course title.

Many of these courses, together with state-developed courses, are offered on regular or intermittent schedules by state agencies, local training consortia, and academic institutions. A comprehensive list of state drug training programs and other organizations constitutes a major component of the Source Book. The list is arranged alphabetically.

Most of the NDAC and NCAE courses have been approved by the American Council on Education (ACE). These courses are listed within. Approval by ACE does not automatically assure that college credit will be granted by member colleges, but it does assure the college that the course has been carefully assessed by an ACE team. A list of colleges that accept credit under the Council's Program on Non-Collegiate Sponsored Instruction has been included in this Source Book.

Many national organizations and Federal agencies have areas of specialization that intersect with the field of substance abuse training. We have included a list of these organizations, together with a thumbnail description of their role or function.

A number of individual states, groups of states, and academic institutions that specialize in alcohol and drug studies sponsor intensive one and two week summer programs that help counselors to prepare for work in the substance abuse field. While the dates, subject matters, and quality of these programs change from year to year, para-professional counselors may find the listings useful in obtaining current literature concerning summer residential programs.

Utilization of this Source Book

Courses: If you, your staff, or clients are interested in taking a short-term training event, review the courses offered by the State Training Support Program for your state (the first entry in each state) and contact them for further details. Courses may not be offered as frequently as in the past, but arrangements can be made with the STSP.

Self-study: Many of the courses are suitable, at least in part, for self-study. Sometimes they can be obtained on an examination basis or for viewing through a microfiche reader, at the State Training Support Program in your state. If not, you may wish to contact the NIDA Clearinghouse or Resource Center to obtain a copy or contact the Regional Depository Library in your state (often located at the state capitol or the largest or oldest state university library).

Academic Credit for NDAC/NCAE Courses: The colleges granting credit for non-collegiate sponsored coursework under the ACE program should be contacted directly to determine whether they have a degree program or credit course that fits the desired NDAC or NCAE course.

Other NIDA Publications: In addition to this Source Book, the Division of Training publishes two other documents that would be useful to persons planning training or seeking training opportunities. They are:

The Resource Guide identifies training resources available throughout the country. These include state trainers certified by the NIDA Division of Training Professional Development Program to train NDAC and NCAE courses; consultants recommended by the states as experts in training design, delivery and evaluation and in a number of content areas (e.g. pharmacology, counseling techniques, etc.); and an updated listing of courses offered by state training offices including college and university courses.

The Networking Strategy Manual describes a process by which National Training System components and constituents may continue to develop and use training resource networks, even though the NTS will not exist. With the application of the concepts and working principles of networking to the development of strategies for installing, strengthening, or refining network interconnections among elements on multiple levels, many NTS functions and roles can be maintained. The essential knowledge, information, activities, and roles needed to activate, maintain, evaluate, and expand the network are discussed; and recommendations for mechanisms and linkages for information, resource, and service flow are provided. The manual presents a conceptual base and the guiding principles of networking, framed in terms of the structure, function, and activities of the National Training System and then, in succeeding chapters, applies these concepts and principles of networking to networking on various levels for substance abuse training.

Other Services and Functions

The Division of Training maintains a mailing list of agencies and individuals with interests in the drug abuse field. This Source Book and the Division's other publications are disseminated to this body of potential users. An information dissemination system consisting of microfiche cards containing NDAC, NCAE, and state-developed courses and state-owned microfiche readers (which is referred to as the Resource Information Bank, RIB) has been in place for some years. The RIB is available in most state offices and permits the interested reader to study virtually all of the NTS library of course materials in a microfiche format.

Regional Depository Libraries

To help inform the public on the policies and programs of the Federal government, the Congress established the Depository Library Program. Copies of NDAC and NCAE courses are sent to the Regional Depository Libraries by the Superintendent of Documents at the time of publication. The libraries assume responsibility for retaining the material and providing an inter-library loan service in their region. A list of the libraries, arranged alphabetically by state, appears as Appendix B.

The State-by-State listings on the following pages begin with the addresses of each State's Single State Agency and State Prevention Coordinator. These are followed by the address of the State Training Support Program (STSP). General descriptions of the functions of an STSP are not repeated for each STSP in this section; only more specific functions or activities of the individual STSP's are included.

Alabama

Single State Agency

Alcoholism and Drug Abuse Division
Department of Mental Health
502 Washington Avenue
Montgomery, Alabama 36130
(205) 834-4350

State Prevention Coordinator

Drug Abuse Section
502 Washington Avenue
Montgomery, Alabama 36130
(205) 834-4350

State Training Support Program

Alabama Department of Mental Health
Division of Alcoholism and Drug Abuse
502 Washington Avenue
Montgomery, Alabama 36130
(205) 834-4350

Alabama is a combined State that provides manpower training for alcohol abuse and drug abuse program personnel. The individuals to contact at the STSP are George W. Bretherick and Lou L. Floyd III.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Management Skills (NCAE)
An Ounce of Prevention (NCAE)
Planning Alcoholism Services (NCAE)
Prevention: Working with Schools (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)
You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

SPECIAL POPULATIONS
A course targeted towards youth, women, the elderly, and the poor.

GAY ISSUES FOR TREATMENT
This course provides a working basis for issues and problems of gay individuals in treatment settings. (Developed by GIFT.)

COUNSELING FROM A CULTURAL PERSPECTIVE
Course targeted toward a white population to provide insight and awareness for dealing with black clients. Emphasis is also placed on blacks working with blacks. (Developed by CFCP.)

WORKING WITH RURAL SUBSTANCE ABUSE PROGRAMS
Course aimed at rural residents, particularly those living in the Southeast.

Other courses offered include:
CONJOINT FAMILY THERAPY
INTERVENTION STRATEGIES FOR HELPING CHEMICALLY
   DEPENDENT PERSONS
TIME MANAGEMENT
FAMILY ISSUES

Alaska

Single State Agency

Department of Health and Social Services
Office of Alcoholism and Drug Abuse
Pouch H-05F
Juneau, Alaska 99811
(907) 586-6201

State Prevention Coordinator

Anchorage Council on Alcoholism
7521 Old Seward Highway
Suite A
Anchorage, Alaska 99502
(907) 349-6602

State Training Support Program

Office of Alcoholism and Drug Abuse
Department of Health and Social Services
McKay Building, Room 222
338 Denali
Anchorage, Alaska 99501
(907) 276-0777

The State Office of Alcoholism and Drug Abuse is the STSP program/liaison as well as the Single State Agency for drug abuse in Alaska. The office augments the STSP contract with State general fund monies. The final draft of a statewide manpower training and certification plan, including needs assessment and resource identification, has been prepared for the office by Human Services Horizons, Inc., under subcontract. Based on its findings, the STSP training function is primarily responsible to implement the Manpower Training and Certification Plan.

The office also administers training funds available to programs, coordinates statewide drug abuse training activities, and serves as a liaison with National Institute on Drug Abuse training resources. The person to contact is Carolyn Simeone.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Facts About Drug Abuse (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Services for Alcoholic Women (NCAE)
Training of Trainers (NDACTRD)

Other Courses Offered by the STSP

INTRODUCTION TO INDIAN ALCOHOLISM COUNSELING

HUMAN DEVELOPMENT AND SUBSTANCE ABUSE

INTRODUCTION TO COUNSELING PRINCIPLES AND THERAPIES

SUBSTANCE ABUSE COUNSELING IN GROUPS

CASE DEVELOPMENT AND MANAGEMENT

PHYSIOLOGICAL, PSYCHOLOGICAL, AND SOCIOLOGICAL EFFECTS OF SUBSTANCE ABUSE

COMMUNITY RESOURCES AND INDIAN VALUES IN TREATMENT

PERSONAL DEVELOPMENT AND RECOVERY

Arizona

Single State Agency

Bureau of Community Services
Division of Behavioral Health Services
2500 East Van Buren Street
Phoenix, Arizona 85008
(602) 255-1242

State Prevention Coordinator

Division of Behavioral Health Services
Department of Health Services
2500 East Van Buren Street
Phoenix, Arizona 85008
(602) 255-1233

State Training Support Program

Arizona Department of Health Services
Community Training Section
Bureau of Community Services
2500 East Van Buren Street
Phoenix, Arizona 85008
(602) 255-1233

The Arizona Department of Health Services has the responsibility of providing adequate services and facilities for individuals needing drug abuse treatment. The training delivery system provides training opportunities for behavioral health workers based on an assessment of needs that is updated yearly. The STSP is responsible for all statewide conferences, seminars, and workshops dealing with behavioral health problems such as drug abuse. It is also responsible for all in-service training for the Department of Health Services and for prevention training activities. Course credits are available to participants who are predominantly paraprofessionals seeking knowledge and skills for certification and degree programs.

Training for board members of behavioral health agencies, health systems agencies, and the State Health Coordinating Council is coordinated through this office. Training is based on a continually updated needs assessment and is delivered by staff and community professionals. The person to contact is Jim Fausel.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Justice-Treatment Interface (NDACTRD)
The Power of Positive Parenting (NCAE)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)
You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

VALUE CLARIFICATION FOR THE HUMAN SERVICES PROVIDER
Course designed to increase self-awareness in the area of personal values and how these values affect our interpersonal relationships within a therapeutic setting.

BASIC SUPERVISORY SKILLS
Course to identify and describe the forms, processes, and skills that constitute supervision as a work area in substance abuse treatment programs and to provide opportunities for participants to practice the supervision skills identified toward the development of greater competency in supervision as a work/task area.

THE AGING AND DRUG USE
Course designed to enhance the knowledge and capacity of care providers to plan and implement practices to promote wiser and more responsible use of drugs among aging persons.

CRISIS INTERVENTION
Workshop designed to provide in-depth exploration of specific crisis situations in the areas of suicide, drug abuse, alcoholism, and coping with stress.

FOUNDATIONS OF FAMILY COUNSELING
Course designed to present basic concepts of family dynamics, particularly as they relate to enhancing or binding healthy emotional growth for family members.

Other courses are also offered in the State, including:
FAMILY COUNSELING TECHNIQUES; CHRONIC MENTAL DISORDERS: TECHNIQUES AND PROCEDURES FOR TREATMENT; VICTIMIZATION; MANAGING STRESS IN THE COUNSELING ROLE

College/University Courses Offered in Conjunction with the STSP

University of Arizona
Addiction Studies Program
Arizona Health Sciences Center
Tucson, Arizona 85724
(602) 626-3914

The Addiction Studies Program at the University of Arizona offers a master's of health science with a speciality in addiction studies. The program contains two tracks, including community service specialist, and substance abuse research and theory. After completing core courses in psychosocial, biomedical, and pharmacological aspects of addiction, the student chooses one of the tracks for further study. In addition to the master's degree, the Addiction Studies Program provides both graduate and undergraduate instruction in the basic concepts of addiction. These courses are open to the students from various disciplines who are enrolled at the University of Arizona. The person to contact is Dr. L. A. Alibrandi.

INTRODUCTION TO ADDICTIONS
This course covers the psychosocial, biomedical, pharmacological, and cultural aspects of addiction. It is open to upper division and graduate students in various helping professions at the University of Arizona.

BASIC CONCEPTS IN DRUG ABUSE AND ADDICTION
This will be a 3 credit hour, 2 semester graduate course offered through

the School of Health Related Professions. The first semester will cover the psychological, sociological, cultural, and legal aspects of addiction. The second semester will be concerned with the pharmacological, biochemical, and medical aspects of abused substances and addiction. The instruction is designed for graduate students in administration, counseling, rehabilitation, developmental psychology, industrial psychology, probation, and other helping professions who expect to work in programs or settings where substance abuse and addiction are frequently encountered.

PROGRAM PLANNING AND MANAGEMENT
This course covers needs assessment; setting goals and objectives; mobilizing community support; grant writing; licensing processes; accreditation; incorporation; program evaluation; data and record management; and structure of Federal, State, and local funding agencies. The course is designed to develop program planning and management skills for both the public and private sectors. Graduate students interested in planning, management, and/or evaluation of addiction programs may enroll for this course.

PROGRAM PLANNING AND MANAGEMENT II
This course is designed to deal with knowledge, skills, and strategies for personnel management in the field of addiction. Various management styles, philosophies, and techniques are covered with attention given to the response of personnel and the psychological climate created by each.

DRUG ABUSE AND ADDICTION
Among other topics, the student will be expected to become familiar with the more commonly abused substances, including their subjective effects, the psychological dependence, physical dependence, the physiological and pharmacological symptoms of overdose, tolerance, and the problems of poisoning due to contamination of illicit drugs. This course is open to senior medical students and selected graduate students in the College of Medicine.

Arkansas

Single State Agency

Arkansas Office of Alcohol and Drug Abuse Prevention
1515 West 7th Street
Little Rock, Arkansas 72202
(501) 371-2604

State Prevention Coordinator

Department of Human Services
1515 West 7th Street, Suite 300
Little Rock, Arkansas 72202
(501) 371-2603

State Training Support Program

Department of Human Services
Office on Alcohol and Drug Abuse
Prevention
1515 West 7th Street, Suite 300
Little Rock, Arkansas 72202
(501) 371-2604

Primary emphasis in Arkansas for the STSP will be the delivery of training experiences through affiliated institutions and organizations. The Arkansas training system has as a priority the development of the necessary knowledge and skill areas in both treatment and prevention workers to ensure the quality of services delivered. Not only is training and technical assistance made available to the identified treatment workers, but also persons whose peripheral roles have impact on the substance abuse problems; this includes, but is not limited to, parents, medical professionals, law enforcement officers, etc. Because the Office of Alcohol and Drug Abuse Prevention's training system allows for a diversity of training needs, training is delivered in a variety of ways. Centralized training is utilized when there are a limited number of persons in need of a particular training event. Training is delivered regionally when the target audience is large enough to make regionally delivered training cost-effective. The Office on Alcohol and Drug Abuse Prevention has, when needed, developed and delivered locally, specialized training in response to requests by communities and/or special groups such as law enforcement. STSP developmental work will be done in-house. For course locations and other information, the person to contact is B.J. Bowen.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Group Skills for Alcoholism Counselors (NCAE)
The Initial Visit (NCAE)
An Ounce of Prevention (NCAE)
Prevention Program Management (NDACTRD)
Services for Alcoholic Women (NCAE)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)

Other Courses Offered by the STSP

INTRODUCTION TO SUBSTANCE ABUSE

This State-developed, 10-hour course focuses on four major areas: basic concepts of drug use and misuse; identification and descriptions of various drugs with substantial abuse potential; drug abuse as an individual and social problem; and programatic response to drugs. For drug treatment workers and community-level persons.

COMMUNITY DRUG EDUCATION SEMINAR

This 10-hour, State-developed course is geared for community persons and deals with the major categories of psychoactive substances and the ways in which people become involved with them.

INDIVIDUAL COUNSELING, LEVELS I AND II

State-developed. These courses are targeted for treatment workers and focus on attentive behaviors, attitudes, and values that are conducive to productive counseling.

INTRODUCTION TO ALCOHOL PROBLEMS AND ALCOHOLISM

State-developed, 12-hour course offered for treatment workers and the general community. It provides a foundation in: alcohol use and abuse in our society; alcohol physiology; and problem drinking and alcoholism as an individual, family, and community problem. It also addresses community resources for help.

ALCOHOLISM AND EMOTIONAL PROBLEMS OF LIVING

This 2-hour, State-developed course is targeted for treatment workers and focuses attention on the specific problems and needs of the depressed client who also has an alcohol problem.

College/University Courses Offered in Conjunction with the STSP

Mid-South Center on Alcohol Problems
Hendrix Hall, West Seventh Street
Hooper Drive
Little Rock, Arkansas 72205
(501) 371-2391

The Mid-South Center on Alcohol Problems offers a training program designed to provide a range of continuing education courses for persons seeking to develop new knowledge about alcoholism and substance abuse and to develop and enhance the skills necessary to provide optimal services to the individual, family, and community. The Center's annual Summer School of Alcohol Problems offers approximately 10 continuing education courses in alcohol and substance abuse. Continuing Education Units (CEU's) are awarded for completion of courses offered under the auspices of the Center. Persons to contact for course locations and other information are David L. Laney and Ruthe A. Kaplan.

South Arkansas Regional Health Center
715 North College
El Dorado, Arkansas   71730
(501) 862-7921

The alcohol and drug abuse courses target human services vocations and college students working toward a degree in this area. They convey not only an introduction to alcohol and drug aubse, but also address how drugs affect human behavior, counseling, and treatment techniques or studies. Special emphasis is placed on those techniques found to be more effective with alcohol and drug abuse. For more information, contact Ronnie Stratton.

INTRODUCTION TO ALCOHOL AND DRUG ABUSE

This course is offered at the freshman/ sophomore level. It constitutes an overview of alcohol and drug abuse in American society.

ALCOHOL AND DRUG ABUSE I

This course is offered at the junior/senior or the graduate level. It is a more in-depth view of alcohol and drug abuse with an introduction to problems relative to substance abuse.

ALCOHOL AND DRUG ABUSE II

Taught at the graduate level only, this course examines treatment aspects of alcohol and drug-related problems.

University of Arkansas at Little Rock
Graduate School of Social Work (GSSW)
33rd and University Avenue
Little Rock, Arkansas   72204
(501) 569-3240

Conducts courses and inservice training in the area of alcohol and drug abuse, some as part of the regular graduate curriculum; some funded by AOADAP (Arkansas Office on Alcohol and Drug Abuse Prevention). For course locations and other information, the person to contact at the Graduate School of Social Work is John Hill.

INTRODUCTION TO DRUG ABUSE PROBLEMS

This graduate course provides a general orientation to drug abuse problems, e.g., pharmacology, physiological and psychological effects, and the impact of drug abuse as a social problem. Twelve credit hours.

SOCIAL SEMINAR

This is an experiential learning process based on group interaction. Through the use of group discussions, structured learning activities, and audiovisual materials, participants explore such areas as values clarification, decisionmaking, communication techniques, group dynamics, and conflict management.

DRUG ABUSE AND SOCIAL WORK
A graduate level survey course covering the history of drug use, history of drug legislation in the U.S., and the classic drugs, including alcohol and nicotine. For graduate students; 2 credit hours.

ALCOHOL ABUSE--THEORIES AND PROBLEMS
A graduate level survey course that focuses on various behaviors and problems related to the excessive use of alcohol: specifically, the cultural and social aspects of alcohol and the physical and psychological effects of alcohol on the drinkers, among other topics. For graduate students; 2 credit hours.

ALCOHOLISM PROGRAM ADMINISTRATION AND MANAGEMENT
A graduate level survey course. Using systems theory as a model, practical issues related to program development and maintenance are considered, among many other subjects. For graduate students; 2 credit hours.

ALCOHOLISM AND TREATMENT INTERVENTION
A graduate level survey course based on the rationale that alcoholics come from all walks of life and that the disease entity of alcoholism shows variation concomitant with the personality of the alcoholic. The focus is primarily on a variety of treatment interventions. It provides for acquiring social work skills in a variety of treatment modalities. For graduate students; 2 credit hours.

University of Central Arkansas
Department of Health Education
P.O. Box U 1776
Conway, Arkansas 72032
(501) 329-2931

This program is operated under a grant from the Arkansas Office on Alcohol and Drug Abuse Prevention. The School Health Curriculum Project (Berkeley Model) consists of three units of work for teachers at the 5th, 6th, and 7th grade levels. About 10 weeks are required to complete each of the three units of work. There is no single text, but a wide variety of materials are utilized. The training programs for teachers are usually held during June and July of each year. The person to contact is Arvil Burks.

SCHOOL HEALTH CURRICULUM PROJECT (CIRCULATORY SYSTEM)
Emphasis is upon creating an awareness of the circulatory system; function of the circulatory system, including the heart and blood vessels; defects and diseases of the heart and blood vessels; and prevention and care of the

circulatory system involving the use and misuse of harmful drugs. For teachers, school administrators (principals), and school health nurses. Three hours credit.

SCHOOL HEALTH CURRICULUM PROJECT (NERVOUS SYSTEM)
Emphasis is upon creating an awareness of the nervous system; the use of medicines and drugs; structure and function of the nervous system; and the prevention of diseases and disorders as related to the use and misuse of drugs. Same target audience and credit hours as previous course.

SCHOOL HEALTH CURRICULUM PROJECT (RESPIRATORY SYSTEM)
Emphasis is upon developing an awareness of the purpose of the lungs; structure and functions of the respiratory system; defects and diseases of the respiratory system; and prevention and care of the respiratory system involving the use and misuse of drugs. Same target audience and credit hours as previous course.

SOCIAL SEMINAR
This training was developed by the National Institute on Mental Health not only for community-level personnel, educators, law enforcement staff, clergy, etc., but also for professionals in the field. The purpose of this training is to develop an awareness of the variety of forces in our society that influence youth and adults and that can lead to the abuse and misuse of alcohol and other drugs. Through the use of group discussion, structured learning activities, and audiovisual materials, participants explore methods and develop skills which they may utilize to counter these influences. This course builds a strong foundation for prevention efforts.

This course is offered as needed through the Arkansas Office on Alcohol and Drug Abuse Prevention training system. Persons successfully completing this course can receive 3 hours of graduate/undergraduate credit through the University of Central Arkansas.

California

Single State Agency

Department of Alcohol and Drug Programs
111 Capitol Mall
Sacramento, California 95814
(916) 445-1940

State Prevention Coordinator

State Prevention Coordinator - Beverly McCleave
Department of Alcohol and Drug Programs
111 Capitol Mall
Sacramento, California 95814
(916) 323-1868

State Training Support Program

Department of Alcohol and Drug Programs
Health and Welfare Agency
Division of Drug Programs
Planning, Prevention, Training and Technical Assistance Unit
111 Capitol Mall
Sacramento, California 95814
(916) 323-1862

In California, the Department of Alcohol and Drug Programs is encouraging the development of county and regional training capabilities by providing resources and expertise to foster statewide network development. This is being done through the dissemination of a training resources newsletter, the training of local trainers, and providing community development and team-building experts to communities wishing to develop local training capabilities. Based upon needs identified through treatment programs, State monitors, and training technical assistance contractors, the State has initiated training for program administrators and counselors and has established a support system.

Efforts to further refine and coordinate the various elements of California's training program are underway. The person to contact in California about these courses and their locations is Cruz H. Acevedo, Jr.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

THE CALIFORNIA PCP TRAINING (PHASE II)
The Department of Alcohol and Drug Programs contracted with UCLA to

provide interdisciplinary training to human service providers in order to increase the quality and attention to the PCP problem in California through training of community personnel on the effects of PCP, identification of the PCP user, appropriate treatment of the PCP user, and referral resources. A self-instructional manual for community personnel was developed. Phase II was scheduled from September 1979 to September 1980, and offered a wide range of training service components.

DRUG ABUSE PROGRAM MANAGEMENT COURSE

A State-developed, 60-hour course designed to provide drug program administrators with information about management theory, functions of management, program evaluation, personnel management, clinical management, community relations, and criminal justice interface.

HUMAN SEXUALITY

This is a State-developed, 20-hour course on human sexuality for persons working in human service programs to both upgrade their current skills and to be involved in an ongoing process of training and education in additional areas.

PRIMARY PREVENTION TRAINING

A statewide prevention development workshop was held in the spring of 1980. As a result of the statewide workshop, the State is sponsoring a series of regional workshops on Demystification, Empowerment, and Advocacy for prevention planners, service providers, and networkers.

PREGNANCY AND CHEMICAL DEPENDENCY

State-developed, 3-day course designed to deal with the complex needs of the chemically dependent pregnant woman.

POLYDRUG ABUSE AMONG ADOLESCENTS

State-developed, 2-day course, which, along with the two courses described below, constitute a three-course series. The course trains drug abuse workers in the identification, assessment, treatment, and prevention of prescription/polydrug use among adolescents. This course is targeted at ethnic-racial minority group members.

WOMEN AND POLYDRUG USE

State-developed, 2-day course to train drug abuse workers in the identification, assessment, treatment, and prevention of prescription/polydrug use among women.

POLYDRUG ABUSE AND THE ELDERLY

State-developed, 2-day course similar to the preceding course, but about the elderly.

College/University Courses Offered in Conjunction with the STSP

The College of the Redwoods in Eureka, Santa Rosa Community College in Santa Rosa, and Mendincino Community College in Ukiah, all allow 3 hours of credit for six NDACTRD courses. The courses taught at Mendincino Community College are targeted to address the needs of the Native American Community.

College/University Courses Offered in the State

Loyola University School of Law Loyola Law Clinics
Drug Abuse Division
1800 West Sixth Street
Los Angeles, California 90057
(213) 642-2939

The program places 8 to 12 second- and third-year law students in drug rehabilitation programs in the Los Angeles area, where they offer legal counseling to clients of those programs. Under the supervision of an attorney, the students undertake representation of clients in civil and criminal cases, where appropriate.

A total of five semester units is offered for the program, which lasts two academic semesters. Students devote a minimum of 10 hours per week to the clinical legal component, and are concurrently enrolled in several law school courses--one in legal skills, and the second in drug abuse law, and/or family law, and/or administrative law. The persons to contact at Loyola are Gerald F. Uelmen, or Jane Wolf Eldridge.

DRUG ABUSE CLINICAL LAW
This course is intended to provide law students with an opportunity to learn about the practice of law. It is a multifaceted, multidisciplinary course which has encouraged wide latitude in the types of cases taken in the criminal, administrative, and family law areas. A simulated video project and other methods are utilized to enable students to look at themselves and to develop a sense of themselves in that context. The 320-hours, 5-unit course is offered to persons who have completed the first year of law school.

Institute of Advancement in Human Services, Inc.
5455 Wilshire Boulevard
Suite 1811
Los Angeles, California 90036
(213) 936-7115

Long term accredited training is provided to substance abuse workers. A human services certificate or an associate of arts degree is available for trainees who wish to pursue educational endeavors. Career guidance is offered to trainees who require vocational information or counseling to develop an academic program which will culminate in a bachelor of arts degree. Technical assistance and consultation are available to drug treatment programs related to development and implementation of inservice training and staff development. The overall goal of training is to improve both individual and program effectiveness. The four courses offered are records writing, program mathematics, introduction to human sexuality, and training and skill development (for drug treatment professionals). Further information about courses and their locations is available from William T. Marshall.

West Contra Costa Community Health Care Corporation
101 Broadway
Richmond, California 94804
(415) 233-3994

This competency-based program is operated in conjunction with Merritt College, Contra Costa, and the California State University at Hayward, and serves the staff training needs of East Bay treatment programs. Course offerings combine job experience with classroom instruction. Program interns can earn an associate of arts degree and certificate of achievement in human services, with specialization in substance abuse. The baccalaureate degree began September 1979. The fall course offerings are conducted at three training sites: 101 Broadway, Richmond, California; Merritt Community College, Education Center; and Laney College in Oakland. The person to contact is Wilbur Kelly.

ADMINISTRATION OF JUSTICE
The focus of this three-unit course is the history, structure, and applications of criminal law; law as a personal responsibility; local, State, and Federal statutes; and case law.

PHARMACOLOGY
This two-unit course explores the physical and chemical properties of drugs and covers the physiological effects of specific drugs on the human body, with prescribed techniques for treatment, functions, and utilities of drugs and the dynamics of drug dependence and tolerance.

COMMUNITY SOCIAL SERVICES
This two-unit offering explores the principles and methods related to understanding and working with families in crisis situations. There also will be an examination of the family process, roles, and interactions through the presentation of theoretical material and actual involvement in role play situations.

PERSONNEL MANAGEMENT AND SUPERVISION
This three-unit course examines a broad range of problems involved in the effective management of an organization's human resources. Included are

such topics as employment interviews; employee records; wage and salary administration and industrial relations; on-the-job training programs, promotions, and transfers; motivation and incentives; and State and Federal laws regulating employment relationships.

HEALTH EDUCATION
Development of functional first aid skills for providing initial emergency care necessary to maintain life support is the focus of this two-unit course. It fulfills the requirements for Red Cross advanced first aid certification. Offered is training in emergency care, including recognizing and treating shock, stopping bleeding, utilizing bandages and splints, performing mouth-to-mouth resuscitation, handling burn and poisoning cases, transporting victims, preventing suicide, talking down drug-induced depression, and responding to overdoses.

VOCATIONAL WORK EXPERIENCE
This course provides supervised field work in community agencies and projects. The objective is training for working with people in a human services setting through selected learning by doing. There is obligatory participation in weekly seminars for the study of topics related to working with people and for integrating academic learning with experiences in the field. During the course, there also is on-the-job training for people working in human service settings and integration and academic learning with experience in the field.

Colorado

Single State Agency

Alcohol and Drug Abuse Division
Department of Health
4210 E. 11th Avenue
Denver, Colorado 80220
(303) 320-6137

State Prevention Coordinator

Alcohol and Drug Abuse Division
Department of Health
4210 E. 11th Avenue
Denver, Colorado 80220
(303) 320-6137, Ext. 387

State Training Support Program

Alcohol and Drug Abuse Division
Colorado Department of Health
4210 E. 11th Avenue
Denver, Colorado 80220
(303) 320-6137, Ext. 379

In addition to the more general STSP functions, the Colorado STSP is involved in data collection and planning for manpower issues such as salaries and turnover. All STSP functions are performed for the alcoholism field as well as for the drug treatment field. The certification of alcoholism and drug abuse workers is one of the STSP's functions. The person to contact in Colorado is Barbara Meyers.

NDACTRD/NCAE Courses Offered by the STSP

Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

The following are all State-developed courses offered in Colorado.

COUNSELING SKILLS
Alcohol and drug treatment counselors are eligible for these workshops that focus on substance abuse patterns, characteristics of substance abusers, communications skills, and basic crisis intervention. Class size: 24. Offered every other month. Length: 5 days.

CLIENT MANAGEMENT
Alcohol and drug treatment counselors are eligible for these workshops that focus on Federal confidentiality regulations, Colorado drug laws, basic lectures on medical/physical aspects of substance abuse, treatment planning, progress notes, treatment plan reviews, and discharge summaries. Class size: 24. Offered every other month. Length: 4 days.

CLINICAL SUPERVISION
Alcohol and drug treatment clinical supervisors and senior counselors are eligible for this course, which deals with learning and the videotaped practice of three skills necessary for the clinical supervision of counselors: critical commentary, goal setting, and modeling. Trainee-trainer ratio--6:1. Length: 3 days.

ADVANCED COUNSELING SKILLS
Alcohol and drug treatment senior counselors are eligible for this course, which deals with learning and the videotaped practice of advanced counseling skills, including confrontation, change clarification, change reinforcement, linking, and other skills. Trainee-trainer ratio--6:1. Dates offered: to be announced. Length: 3 days.

COUNSELING LA RAZA
Alcohol and drug treatment counselors who have Hispanic persons in their caseloads are eligible for this course, which deals with cultural assessment and understanding. The course is geared toward treatment of the Mexican-American. Class size: 24. Length: 3 days.

COUNSELING BLACK CLIENTS
This is an adaptation of Nellum courses, CFCP and Remember.
Length: 3 days.

FAMILY COUNSELING
The emphasis in this course is on the families of substance abusers.
Length: 4 days.

College/University Courses Offered in Conjunction with the STSP

Denver University
Special substance abuse workshops are offered within the M.S.W. program. Completion of these workshops qualifies M.S.W. candidates for State certification as alcohol and drug abuse counselors.

Metropolitan State College
Metropolitan State College's Drug/Alcohol Institute, "Counseling the Substance Abuser," is a course of 4 credit hours. Completion of the course qualifies students to apply for State certification as alcohol and drug abuse counselors.

Connecticut

Single State Agency

Connecticut Alcohol and Drug Abuse Commission
999 Asylum Avenue, Suite 302, Third Floor
Hartford, Connecticut 06105
(203) 566-4145

State Prevention Coordinator

Connecticut Alcohol and Drug Abuse Commission
999 Asylum Avenue, Suite 302, Third Floor
Hartford, Connecticut 06105
(203) 566-7458

State Training Support Program

Connecticut Alcohol and Drug Abuse Commission
999 Asylum Avenue, Suite 302, Third Floor
Hartford, Connecticut 06105
(203) 566-2799

The ultimate goal of the Connecticut Alcohol and Drug Abuse Commission is to upgrade the quality of the statewide service delivery system for persons needing alcohol and drug treatment. In order to meet this goal, the State training program offers skill and knowledge-building opportunities for substance abuse workers based on an ongoing needs assessment. Presently the direct training is provided through a variety of resources, including the Northeast Regional Support Center, CADAC trainers, and new programs being developed by colleges and universities.

An evaluation process is being designed to measure the impact of training on job performance and on the job security and career development of substance abuse workers. The person to contact is Della Hennelly.

NDACTRD/NCAE Courses Offered by the STSP

All NDACTRD and NCAE courses are offered in the State on an as-needed basis.

Other Courses Offered by the STSP

Special workshops are offered for women on women's issues. Workshops for blacks and Hispanics are also offered. Courses offered are on sexuality, clinical supervision, and youth.

College/University Courses Offered in Conjunction with the STSP

Community colleges in Connecticut have a 2-year degree program in substance abuse. Other colleges and universities are in the process of developing bachelor and master's degree programs with a concentration in substance abuse.

Other Courses Offered in the State

Education and Training Programs, Inc.
1 Regency Drive
P. O. Box 512
Bloomfield, Connecticut 06002
(203) 243-8326

Formerly the Eastern Area Alcohol Education and Training Program. Education and Training Programs, Inc., is a private nonprofit corporation which provides substance abuse-related professional training nationwide. Programs are delivered on-site at the requesting agency on a contractual basis. Training usually focuses on one particular target profession such as counselors, nurses, parole officers, or employee assistance program personnel. The State Authority for Substance Abuse in 16 States comprise the permanent Advisory Council to the agency. For more information, contact Dr. David J. Powell.

CLINICAL PRECEPTORSHIP
A one-to-one and small group clinical supervision network whereby substance abuse counselors receive on-site weekly individualized supervision sessions for 1 or more years.

NURSE EDUCATION
A 2-day, 14-hour seminar for nurses concerning medical issues in substance abuse, delivered on-site by a M.S.-level nurse and professor and using a guest presenter M.D.

EMPLOYEE ASSISTANCE PROGRAM TRAINING
Seminars on selected issues such as stress management, referral systems, EAP models, etc., for company/organization management.

SUBSTANCE ABUSE AND PREGNANCY
Seminar on effects of alcohol and drugs on fetal development, prevention and education techniques for health workers, and identification and referral of pregnant alcohol/drug abusers.

FAMILY VIOLENCE AND ALCOHOLISM
Seminar on alcoholism as a family problem, and the association of alcohol abuse and neglect, spouse abuse, family violence, and inconsistent parenting.

Delaware

Single State Agency

Bureau of Alcoholism and Drug Abuse
1901 North DuPont Highway
New Castle, Delaware 19720
(302) 421-6101

State Prevention Coordinator

Bureau of Alcoholism and Drug Abuse
1901 North DuPont Highway
New Castle, Delaware 19720
(302) 421-6101

State Training Support Program

Bureau of Alcoholism and Drug Abuse
Division of Mental Health
Department of Health and Social Services
1901 North DuPont Highway
New Castle, Delaware 19720
(302) 421-6109

The training component of Delaware's Bureau of Alcoholism and Drug Abuse (BADA) is the Office of Training, Education, and Manpower Development (OTEMD). OTEMD operates in a State-maintained facility which includes classrooms, library, and free residential accommodations for course participants. OTEMD offers a variety of "packaged" courses developed by NIDA and NIAAA, as well as courses developed in-State to meet the specific needs of agency staff.

The training approach used within BADA is a holistic one. It is based on the belief that increased learning occurs when all aspects of a person (cognitive, social, emotional, etc.) are involved in the learning process. This is accomplished by tailoring a variety of learning experiences (e.g., didactic presentations, demonstrations, role playing, experiential exercises, etc.) to the course content and learner population. Besides the full-time training staff within OTEMD, a cadre of in-State trainers is being actively developed and utilized to design and deliver training.

Other services offered to BADA staff through OTEMD include: technical assistance and consultation, training followup, library resources, educational linkages with colleges and universities, career and educational counseling, and conference facilities and management.

Further information about OTEMD activities, courses, and training schedule can be obtained by contacting Paul Poplawski.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Introduction to Program Evaluation (NDACTRD)
Prevention: Working With Schools NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

ORGANIZATIONAL DEVELOPMENT
A course for management and administrative staff in systems theory, organizational development theory, and organizational change. Developed by the Northeast Regional Support Center.

FAMILY COUNSELING
A course based on the family systems model of family counseling. Developed by the Northeast Regional Support Center.

MEDICAL ASPECTS OF ALCOHOLISM AND DRUG ABUSE
Course covering such topics as basic pharmacology, medical emergencies, and the etiology of alcoholism and drug abuse. Trained via video-tape. State-developed.

INTRODUCTION TO EMPATHY SKILLS
State-developed course that is a short version of the NDACTRD course,

Counselor Training: Short-Term Client Systems. Used to introduce a group to empathy skills in one or two sessions.

TREATMENT PLANNING
State-developed course that may also be offered in a TA format. Deals specifically with the development of a treatment plan.

Other courses offered, all developed by the State, include:
RELAXATION AND MEDITATION WORKSHOP
OVERVIEW OF THE CRIMINAL JUSTICE SYSTEM
DRUG AND ALCOHOL ABUSE WITH SPECIAL RELATIONSHIP TO ADOLESCENT PSYCHIATRY.
(The latter training is for medical students at Jefferson Medical College in Philadelphia.)

District of Columbia

Single State Agency

Department of Human Resources
Office of Health Planning and Development
Alcohol and Drug Abuse Planning Division
601 Indiana Avenue, N.W., 5th Floor
Washington, D.C. 20004

State Prevention Coordinator

Alcohol and Drug Abuse Planning Division
601 Indiana Avenue, N.W., 5th Floor
Washington, D.C. 20004
(202) 724-5641

State Training Support Program

Alcohol and Drug Abuse Planning Division
601 Indiana Avenue, N.W.
Suite 504
Washington, D.C. 20004
(202) 724-5641

The STSP program is designed to systematically address training and technical assistance needs of drug programs and personnel. Under the administration of the Office of Health Planning and Development, Alcohol and Drug Planning Services Division, the STSP is responsible for planning, administering, and coordinating substance abuse training and technical assistance for the public and private programs in the District. The person to contact is Ms. Robbie L. Hayes.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Group Skills for Alcoholism Counselors (NCAE)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Management Skills (NCAE)
Planning Alcoholism Services (NCAE)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Programming Community Resources (NCAE)
Services for Alcoholic Women (NCAE)
Since You Care (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

COUNSELING FROM A CULTURAL PERSPECTIVE
Skill-oriented course designed to help human service providers increase the effectiveness of treatment and prevention services to minority clients, especially black clients. It teaches service providers to modify traditional approaches and to develop culturally specific treatment and prevention strategies.

College/University Courses Offered in Conjunction with the STSP

The STSP program is currently involved in developing a linkage with the University of the District of Columbia to provide college credit for courses delivered under the auspices of the STSP. Through an institute, NDACTRD, NCAE, and State-developed courses will receive college credit, and participants will be given the opportunity to apply these credits to the degree they are seeking. The program is expected to be operational by the summer of 1981.

Florida

Single State Agency

Drug Abuse Program
Mental Health Program Office
1317 Winewood Boulevard
Tallahassee, Florida 32301
(904) 488-0900

State Prevention Coordinator

Drug Abuse Program
Mental Health Program Office
Department of Health and Rehabilitative Services
1317 Winewood Boulevard
Tallahassee, Florida 32301
(904) 488-0900

State Training Support Program

Department of Health and Rehabilitative Services
1317 Winewood Boulevard
Tallahassee, Florida 32301
(904) 488-0900

The Drug Abuse Section of the Mental Health Program Office is the STSP program liaison as well as the Single State Agency for drug abuse in Florida. Regarding manpower development, the office administers funds available to programs, as well as assuming responsibility for the coordination of statewide drug abuse training activities delivered under contract with professional training organizations. The STSP program has as its goal the maintenance of a professional staff development program designed to provide opportunities for professional growth, competency development, and skill development for drug abuse treatment and prevention personnel throughout Florida.

In addition to offering a variety of packaged courses developed by NIDA, the STSP provides for the development and delivery of in-state workshops and technical assistance to meet the specialized needs of prevention and treatment programs and their personnel. The person to contact is Dick Warfel.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Supervision (NDACTRD)

Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

FAMILY THERAPY
State-developed course designed to provide counselors with the basic rudiments of family counseling from a systems perspective.

College/University Courses Offered in Conjunction with the STSP

Training of Trainers and Assessment Interviewing for Treatment Planning are offered at Nova University in Fort Lauderdale.

Other Courses Offered in the State

U.S. Education Department Alcohol and Drug Education
  Training and Resource Center
1450 Madruga Avenue, Suite 406
Coral Gables, Florida 33146
(305) 284-5741

The USOE Region IV Center is one of a network which includes five Alcohol and Drug Abuse Prevention Training and Resource Centers which train and provide onsite, followup technical assistance to interdisciplinary teams from schools and school communities in the development and implementation of programs tailored to individual communities. Special attention is focused on destructive alcohol and drug use. The Region IV Center serves Alabama, Florida, Georgia, Kentucky, North Carolina, Puerto Rico, South Carolina, Tennessee, Virgin Islands, Virginia, Washington, D.C., and West Virginia.

The person to contact at Region IV Center is Beth Malray.

Georgia

Single State Agency

Division of Mental Health
  and Retardation
Georgia Department of Human Resources
618 Ponce de Leon Avenue, N.E.
Atlanta, Georgia 30308
(404) 894-4785

State Prevention Coordinator

Alcoholism and Drug Abuse Section
Department of Human Resources
618 Ponce de Leon Avenue, N.E.
Atlanta, Georgia 30308
(404) 894-4793

State Training Support Program

Department of Human Resources
Alcohol and Drug Section
Division of Mental Health
618 Ponce de Leon Avenue, N.E.
Atlanta, Georgia 30308
(404) 894-4793

The focus of the State Training Support Program office is the development of a training system in each region of the State that will respond to staff needs for ongoing training. A network has been established made up of training staff in local programs, in comprehensive community mental health centers, in regional hospitals, and in local colleges or universities. The STSP office is developing a resource bank of persons, agencies, centers, etc., that are available to provide training in the State and will design a system for continued evaluation of training. An adjunct professorship has been established within the university system to ensure degree credit or continuing education units for State-sponsored training. In addition, the STSP coordinates the Georgia School of Alcohol and Drug Studies and chairs a Monthly Training Committee that is a working and planning body. The person to contact is Willene Tarry.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Group Facilitator's Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)

Other Courses Offered by the STSP

FAMILY COUNSELING

HUMAN SEXUALITY

BUDGETING AND FISCAL PLANNING

EARLY INTERVENTION

EMPLOYEE ASSISTANCE PROGRAMS

COMMUNITY OUTREACH

INTRODUCTION TO DUI

College/University Courses Offered in Conjunction with the STSP

The STSP has developed a grant in concert with Atlanta University for an MSW program in drug abuse. Some of the NDACTRD courses will be required as prerequisites.

College/University Courses Offered in the State

Morehouse College
Department of Psychology
223 Chestnut Street, S.W.
Atlanta, Georgia 30314
(404) 681-2800, Ext. 281

The program is designed to train junior and senior psychology majors, paraprofessional counselors, ex-addicts, and other education and health workers as alcohol/drug workers and counselors or educators. College students enroll for an augmented major in community psychology, with a speciality and certification in drug counseling. Community workers may enroll as special students and earn up to 12 academic credits. These credits are transferable to a regular baccalaureate program for those who wish to pursue a degree. The person to contact is Gwendolyn Roquemore.

PRO-SEMINAR IN DRUG ABUSE
Consultants speak on the descriptive, etiological, pharmacological, and treatment aspects of drug and alcohol abuse. Site visits, student interviews with substance abusers or addicts, student research, and films are all incorporated into this three-credit course.

SUPERVISED FIELD WORK
This is a three-credit practicum course that provides supervised experience in a drug treatment program or mental health agency. Classes meet for didactic activities.

CLINICAL PSYCHOLOGY II
This three-credit course covers individual and group counseling techniques, using videotapes and didactic training sessions. Counseling techniques are not limited to treatment of drug abusers and alcohol clients. The course content has implication for treating a wide range of client problems.

FACILITATION TRAINING COURSE
This is an intensive 40-hour training course in individual and group counseling methods. Emphasis will be placed on developing proficiency in the

five areas of facilitation in interpersonal processes. To participate in this two-credit course, special students must be employed as drug abuse or alcoholism workers, educators, mental health workers, or criminal justice employees.

Guam

Single State Agency

Guam Mental Health and Substance Abuse Agency
P.O. Box 20999
Guam, Mariana Island 96921

State Prevention Coordinator

Territory of Guam
Mental Health and Substance Abuse Agency
P.O. Box 20999
Guam, Mariana Island 96921

State Training Support Program

Mental Health and Substance Abuse Agency
P.O. Box 20999
Guam Main Facility, Guam 96921
(671) 477-9704
The person to contact in Guam is Ernestina A. Cruz.

NDACTRD/NCAE Courses Offered by the STSP

Group Facilitator Training Package (NDACTRD)

Other Courses Offered by the STSP

FACTS ABOUT DRUG ABUSE
A State-developed course that is a general orientation to alcohol use and abuse relevant to Guam and to the pharmacology of drugs and strategies for prevention. The course is specifically for government employees.

Hawaii

Single State Agency

State Substance Abuse Agency
3627 Kilauea Avenue
Room 405
Honolulu, Hawaii 96816
(808) 734-6448

State Prevention Coordinator

Alcohol and Drug Abuse Branch
Department of Health
3627 Kilauea Avenue
Room 405
Honolulu, Hawaii 96816
(808) 734-6448

State Training Support Program

Alcohol and Drug Abuse Branch
Department of Health
3627 Kilauea Avenue
Room 405
Honolulu, Hawaii 96816
(808) 734-2263
The person to contact is Michael Leo Moore.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Emergency Department Drug Abuse Treatment (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Management Skills (NCAE)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Third Party Payments (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Using Volunteers in Your Agency (NCAE)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

BOARD OF DIRECTORS TRAINING
PHARMACOLOGY AND SYMPTOMATOLOGY

Idaho

Single State Agency

Idaho Department of Health and Welfare
Bureau of Preventive Medicine
Substance Abuse Section
450 West State Street
Boise, Idaho 83720
(208) 334-4368

State Prevention Coordinator

Substance Abuse Section
450 West State
Boise, Idaho 83720
(208) 334-4368

State Training Support Program

Idaho Department of Health and Welfare
Substance Abuse Section
450 West State, 4th Floor
Boise, Idaho 83720
(208) 334-4368

The STSP has the responsibility of being the project officer of the NIAAA Manpower Development Program. Thus, the STSP designs and implements systems where the STSP program works in conjunction with the State's Manpower Development Plan to enhance the effectiveness of both programs.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Emergency Department Drug Abuse Treatment (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
An Ounce of Prevention (NCAE)
Planning Alcoholism Services (NCAE)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Supervision (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)
You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

INTRODUCTION TO INDIAN ALCOHOLISM
This course was written and delivered Ray and Shirley Eagle of Lewiston,

Idaho. It introduces different perspectives of the use of alcohol by Indian people to the training population of alcohol/drug counselors. The course covers historical, physiological, and cultural differences in the drinking behavior of Indians. Environmental issues, such as reservation life, socioeconomic factors, etc., are also covered. (This is not a State-developed course.)

Illinois

Single State Agency

Illinois Dangerous Drugs Commission
300 North State Street
Chicago, Illinois 60610
(312) 822-9860

State Prevention Coordinator

Illinois Dangerous Drugs Commission
300 North State Street
Chicago, Illinois 60610
(312) 822-9860

State Training Support Program

Illinois Dangerous Drugs Commission
300 North State Street
Chicago, Illinois 60610
(312) 822-9860

The primary goal of the Dangerous Drugs Commission's training activities is to design and implement a system of training resources capable of increasing the quality of drug service delivery by increasing the competency of drug program personnel. The achievement of this goal is primarily the responsibility of the training specialists in the Planning and Program Division.

Illinois' training plan is based on and incorporates the six elements of training system development as determined by NIDA (i.e., needs assessment, resource identification, priority establishment, structured training, evaluation, and credentialing). Although structured, the Illinois training plan is flexible enough to be changed as needs warrant within the State.

Further information about the DDC training activities, courses, and training schedules may be obtained by contacting Carmelieta L. Townsend, R.N.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)

Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

Illinois offers 1 and 2 day packages/courses and seminars. Some of these offerings are intended for a particular target group. However, some are generic in nature. Topics vary, but have included:

Victimization and Women--Rape/Incest
Street Drug Pharmacology
Crisis Intervention
Holistic Drug Abuse Treatment
An Adlerian Approach to Family Counseling
Third Party Payments: Insurance
Women and the Group Process

In addition, the following course, developed by Carmelieta Townsend, is offered:

COMPREHENSIVE DRUG ABUSE TRAINING COURSE FOR NURSES
This course focuses on the functions of the nurses employed in the Illinois Methadone Treatment Programs. The course is for both R.N.'s and L.P.N.'s.

Indiana

Single State Agency

Division of Addiction Services
429 N. Pennsylvania
Indianapolis, Indiana 46204
(317) 232-7816

State Prevention Coordinator

Division of Addiction Services
Department of Mental Health
429 N. Pennsylvania
Indianapolis, Indiana 46204
(317) 232-7914

State Training Support Program

Department of Mental Health
Division of Addiction Services
429 N. Pennsylvania
Indianapolis, Indiana 46204
(317) 232-7816

The Education and Training Branch of the Division of Addiction Services conducts training needs assessments and designs and conducts training for substance abuse program personnel. In addition, the division provides information about in-State and national training events and coordinates training events offered in the State and provided by out-of-State organizations. The division also provides primary prevention workshops in conjunction with other State agencies and sponsors quarterly 2-day workshops for substance abuse program staff. The person to contact at the division for course locations and other information is Robert F. Tyburski.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

SUBSTANCE ABUSE GROUP COUNSELING
This State-developed course provides participants with an understanding of and experience with small group dynamics and structured learning experiences for behavioral change. Target audience is counselors.

ORGANIZATIONAL BEHAVIOR AND MANAGEMENT STYLE
This State-developed course, aimed at administrative and management personnel, allows participants to understand various management theories, analyze one's management style, and identify relationships of management behavior on program operations.

ORGANIZATIONAL DEVELOPMENT AND SUBSTANCE ABUSE PROGRAMS
This State-developed course provides an exploration of staff development, supervisory skills, and performance analysis. Target audience is administrative and management personnel.

FAMILY SYSTEMS APPROACH FOR SUBSTANCE ABUSING FAMILIES
Also State-developed, this course teaches counselors the theory and prin-

ciples of the family systems approach to therapy implications for agency operations, clinical skills, etc.

Iowa

Single State Agency

Iowa Department of Substance Abuse
Insurance Exchange Building
505 Fifth Avenue, Suite 202
Des Moines, Iowa 50319

State Prevention Coordinator

Iowa Department of Substance Abuse
Insurance Exchange Building
505 Fifth Avenue, Suite 202
Des Moines, Iowa 50319

State Training Support Program

Iowa Department of Substance Abuse
505 Fifth Avenue, Suite 202
Des Moines, Iowa 50319
(515) 281-4638

The person to contact in Iowa is Barbara Batty.

NDACTRD/NCAE Courses Offered by the STSP

Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Staff Burnout (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

INDIVIDUAL COUNSELING SKILLS, I AND II
State-developed course.

GROUP COUNSELING SKILLS
State-developed course.

FAMILY THERAPY
State-developed course.

ADDICTION AND SEXUALITY
State-developed course.

CLINICAL SUPERVISION
State-developed course.

College/University Courses Offered in Conjunction with the STSP

CLINICAL SUPERVISION
Two-hour course offered at the University of Iowa.

MICRO COUNSELING
Two-hour course offered at the University of Iowa.

ANNUAL SUMMER SCHOOL ON SUBSTANCE ABUSE
Held in conjunction with the University of Iowa. One hour credit may be received for each workshop.

Other College/University Courses Offered in the State

The University of Iowa
Substance Abuse Counseling Program
Division of Counselor Education
Lindquist Center
Iowa City, Iowa 52242
(319) 353-5780

This program trains substance abuse counselors at the master's level. These counselors receive academic and practical training in dealing with drug and alcohol treatment, education, and administration. Students are admitted for a 2-year inter-disciplinary sequence of courses in which they complete a 39 semester hour program containing 15 to 18 hours of coursework specifically related to substance abuse. This includes four academic courses, and 2-semester-long internship experiences (10 to 20 hours per week). The person to contact is the coordinator of the program, Dr. David Rosenthal.

DRUGS: THEIR NATURE AND USE
This course is designed to cover principles of drug action and drug toxicity through lecture and discussion. Specific classes of drugs covered include antibiotics, sedatives, alcohol, stimulants, hallucinogens, narcotics, and over-the-counter prescriptions.

THE DRUG CULTURE
A consideration of attitudes, values, language, artifacts, and myth; specific information on street drugs; personality correlates of drug use and abuse.

DRUGS AND THE COUNSELOR
Special topics dealing with relationship of personality to drug taking; emphasizes development and evaluation of differential treatment models; critical survey of ethical issues, drug policy, and other drug-related issues.

INTERNSHIP IN DRUG COUNSELING
As part of this training program, graduate students receive stipend support which allows them to obtain a concurrent internship experience dealing with drug- and alcohol-related problems in a variety of educational, psychiatric, and community agencies. Trainees spend 10 to 20 hours a week for 2

semesters doing drug counseling, planning and implementing drug education programs, and doing applied research in various settings.

COUNSELING: ALTERED STATES OF AWARENESS
In this course for graduate students, class events focus on human consciousness (as internally experienced) and the role of conditioning in the maintenance of such experiences. Meditation, biofeedback, sensory deprivation, as well as hypnosis, are examined, both in discussion and experientially.

Kansas

Single State Agency

Alcohol and Drug Abuse Services
Biddle Building
Topeka State Hospital
2700 West 6th Street
Topeka, Kansas 66606
(913) 296-3925

State Prevention Coordinator

Alcohol and Drug Abuse Services
Biddle Building
Topeka State Hospital
2700 West 6th Street
Topeka, Kansas 66606
(913) 296-3925

State Training Support Program

Kansas Department of Social and Rehabilitation Services
Alcohol and Drug Abuse Services
Biddle Building
2700 West 6th Street
Topeka, Kansas 66606
(913) 296-3925

Primary planning activity for State Training Support Program strategies has been based upon statewide surveys of resources and a needs assessment analysis system. To meet training needs, the Single State Agency has assisted in developing and funding an associate of arts degree program, a counselor training course, and a training package for rural clergy. Programmatic planning and needs analysis assist the STSP training officer to prepare and issue requests for proposals which allow for specific training package/course development through the competitive bidding process. Course development is accomplished to meet the identified needs of the substance abuse worker, in addition to using NDACTRD and NCAE courses. The STSP provides direct training to individuals and delivers in-service training to requesting agencies. The SSA acts as a sponsor and funding agency for actual program delivery, and all STSP staff are employees of the Department of Social and Rehabilitation Services. The person to contact is Dr. Francis J. Gerner.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Introduction to Program Evaluation (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Planning Alcoholism Services (NCAE)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Services for Alcoholic Women (NCAE)
Supervision (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

ALCOHOL AND THE ELDERLY
State-developed course that is an introduction to the topic of alcohol use patterns and life styles for persons in contact with senior citizens either in service provisions or other daily contacts.

DRUGS AND THE ELDERLY
State-developed course. A basic course for anyone in contact with or in the delivery of services to senior citizens. Describes common problems associated with drug taking behaviors in the elderly.

INTRODUCTION TO FAMILY THERAPY
State-developed course that is an introduction for those counselors with no previous formal training in family therapy. Provides the basis and major themes of Virginia Satir's approach to family counseling.

BURNOUT
Developed by Beverly Evans. This course is designed to provide a burnout intervention as well as assist others in understanding causal factors.

HUMAN SEXUALITY
State-developed course for treatment and prevention personnel desiring basic, introductory information and practice in human-sexual concerns.

Other College/University Courses Offered in the State

Kansas City Kansas Community College
Alcohol Awareness Department
7250 State Avenue
Kansas City, Kansas 66112

The Addiction Counselor Program, Associate of Arts Degree, is a 2-year program leading to an Associate of Arts Degree in Alcoholism and Drug Counseling. It has been designed by the college to meet the changing requirements in the licensing of alcoholism and drug treatment facilities by the State of Kansas and the certification requirements of the alcoholism and drug counselors. The program is designed to provide in-depth understanding of the incidence, theories of cause, physiology, psychology, and social factors associated with alcohol and drug abuse. Courses include: Clinical Report Writing, Biofeedback, Group Dynamics, First Aid, Sociology of the Family, Grieving Process, and Field Practicums. A total of 64 hours credit are required for the degree--37 hours of general education courses and 27 hours of courses in alcohol and drug education.

Kansas Newman College
Department of Psychology
3100 McCormick Avenue
Wichita, Kansas 67213
(316) 942-4291

This is a newly instituted syllabus with the potential to evolve into an Associate of Arts Degree program. It includes courses such as Introduction to Chemical Abuse; Chemical Abuse Prevention; Biological, Pharmacological, and Medical Aspects of Chemical Abuse; Counseling the Chemical Abuser I and II; and Professional Internship in Chemical Abuse Services I and II. The person to contact is Charles Merrifield.

Marymount College of Kansas
Division of Social and Behavioral Sciences
Chemical Dependency Services Program
East Iron Avenue and Marymount Road
Salina, Kansas 67401
(913) 825-2101

The Chemical Dependency Services Program prepares enrollees for a professional career in chemical dependency counseling. Enrollees work toward a bachelor of science degree in psychology with a specialty in chemical dependency. In addition to degree students, participants include any college students, professional counselors, and interested persons from the community. A strong emphasis is placed on clinical practicum experiences, an activity which utilizes a large number of treatment and referral modalities in a four-State area. All students who graduate from CDSP have been screened for stability and professionalism. Arrangements for a College Level Equivalency Program are possible. The program is offered either in the day school (fall, interterm, spring) or in the night school (2-month long, year-round sessions). The person to contact is C.L. Engebritson.

ADDICTION SURVEY

This is a basic survey of the use, abuse, and addiction of alcohol and other drugs. Objectives are to define the problems of abuse, review attempts at control and prevention of abuse, understand the disease concept and theories of causation, become aware of treatment modalities, and examine patterns of consumption and basic effects on the body/emotions.

ADDICTION SURVEY WORKSHOP

This involves studies on etiology, pathology, prognosis, identification, treatment modalities, community resources, educational guidelines, and action-oriented programs. Emphasis is on today's attitudes of teachers, students, and society.

FUNDAMENTALS OF ADDICTION COUNSELING

This is an introduction to the basic nature of counseling, techniques, skills, ethics, responsibility, and the therapeutic process in the alcoholism and drug addiction field.

PHARMACOLOGY AND EMERGENCY CARE

This course provides the student with a basic knowledge of drugs, their actions, toxicology, and abuse at the street level. The student will be taught drug action and use and side effects of commonly abused drugs; basic measurement of pharmaceuticals; the toxic effects of drugs; proficient reading of medical records; and emergency intervention skills.

PROGRAMING ISSUES

The course reviews addiction services in the areas of administration, treatment, education, research, grant writing, program management and evaluation, legislation, and community outreach.

SIMULATED TREATMENT

This course is a mock treatment setting with students participating in group therapy, psychological evaluations, individual counseling, lectures, and field trips. Basic information from the addiction survey class is presented through lectures, films, panels, readings, and discussions.

CLINICAL PRACTICUMS

Credit for these classes can be gained through onsite experiences in inpatient treatment programs, outpatient treatment programs, industry, court services, schools, churches, and community services. The student will be taught the realistic workings of actual programs and witness the provision of services so that new skills, techniques, and philosophies can be gained.

Menninger School of Psychiatry
General Residency Training Program
P.O. Box 829
Topeka, Kansas 66601
(913) 234-9566

This is a training program housed in the clinical center of the Menninger Foundation and committed to the professional, individualized development of each resident trainee. The program is primarily psychoanalytically oriented, but it has always been multidisciplinary. Since 1950, advanced training programs have been developed in clinical psychology, social work, pastoral care and counseling for clergy, psychiatric nursing, and psychoanalysis. The person to contact for course schedule and other information is Kay Stoner.

ALCOHOLISM AND DRUG ABUSE

Residents in the Menninger School of Psychiatry/fourth postgraduate year visit facilities in and around Topeka that deal with the problems of alcoholism and drug abuse. Trainees learn the psychoanalytic factors of addictive personalities, and receive a general introduction to community resources. The course is given once a week (eight 3 1/2-hour sessions).

Valley Hope Counselor Training Program
Valley Hope Association
Norton, Kansas 67654

This training program is 1-year in length, with classes beginning on January 1 and July 1 of each year. The medical, psychological, social, legal, spiritual, Alcoholics Anonymous, Al-Anon, and vocational rehabilitation principles are all part of the didactic program in substance abuse counseling. The contact is Dr. William Leipold.

Washburn University of Topeka
Department of Health, Physical Education, and Recreation
Topeka, Kansas 66621
(913) 235-6466

This is an associate of arts degree program in community health education, focusing on alcohol and drug addiction. The course work is designed to provide a fundamental knowledge of the cause of addiction, methods of treatment and prevention, skills necessary for emergency care of the addictive patient, understanding of chemical and biological effects of addictive substances, and the recognition of substance abuse as a major health problem. This degree requires 62 academic hours and is designed both for personnel already employed in the field of alcohol and drug counseling and for students preparing for careers in these areas. The person to contact at Washburn for registration dates and course information is Richard Gaufin.

Kentucky

Single State Agency

Drug Section
Department of Human Resources
Bureau for Health Services
275 East Main Street
Frankfort, Kentucky 40601
(502) 564-2880

State Prevention Coordinator

Alcohol and Drug Prevention Coordinator
Department of Human Resources
275 East Main Street
Frankfort, Kentucky 40601
(502) 564-2880

State Training Support Program

Substance Abuse Branch
Bureau for Health Services
275 East Main Street
Frankfort, Kentucky 40601
(502) 564-2880

The Kentucky STSP provides related training to career groups involved in alcohol and drug treatment, and prevention and intervention, as well as other volunteer and concerned groups in "gatekeeper" positions. The training capability to deliver NDACTRD and NCAE training courses is made possible through regionalized instructor teams who have qualified themselves to conduct specific courses. These instructors represent a wide range of disciplines and provide a broad scope of expertise. Other alcohol- and drug-related training and education course offerings that are available through Kentucky universities, colleges, and other training resources are identified and published in the Kentucky Alcohol and Drug Training Resource Directory. Ongoing efforts are sustained in the areas of training resource development and manpower and training needs assessment. The person to contact in Kentucky for a copy of the Training Resource Directory, course schedule, and other information is Jerry Davis.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counseling from a Cultural Perspective (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Since You Care (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)
You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

CONJOINT FAMILY THERAPY
Developed by the Johnson Institute. Designed to aid counselors in understanding and treating substance abuse as a family problem.

Louisiana

Single State Agency

Office of Hospitals
200 Lafayette Street
Baton Rouge, Louisiana 70804
(504) 342-2575

State Prevention Coordinator

Division of Substance Abuse
Louisiana Health and Human Resources Administration
200 Lafayette Street
Baton Rouge, Louisiana 70801
(504) 342-2570

State Training Support Program

Office of Mental Health and Substance Abuse
Division of Substance Abuse
655 North 5th Street
Baton Rouge, Louisiana 70804

The Division of Substance Abuse has developed a training program to upgrade the skills of substance abuse counselors. It utilizes the NTS State Training Support Program through the Southwest Regional Support Center, and provides additional training through a coordinated inservice training package. Ongoing efforts will continue in needs assessments and resource identification in order to keep training materials and activities current. This training division has developed tie-ins with the State University system to offer credit for NDACTRD-packaged courses, as well as having the universities conduct some of the training. The training office is responsible for training in both alcohol and drug abuse, and, therefore, also offers NCAE-packaged courses. When training slots are available, other agencies which could benefit are encouraged to participate. Training is conducted on a regional basis in the eight districts; each district has a training team. For additional information on course offerings, locations, and dates, contact Albert N. Robinson.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
An Ounce of Prevention (NCAE)
The Power of Positive Parenting (NCAE)
Prevention: Working with Schools (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Since You Care (NDACTRD)
Training of Trainers (NDACTRD)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other College/University Courses Offered in the State

Southern University in New Orleans
Training Program for the Control of Drug Abuse
6400 Press Drive
New Orleans, Louisiana 70126
(504) 282-4401

This program's main goal is to provide trained personnel who, in the course of their professional work, will be better equipped to deal with the problems of alcohol and drug abuse in contemporary society. The curriculum combines classroom training and experiential involvement. The five major aspects of the program are: 1) a number of courses at the college level in the University Program; 2) a Minor Concentration for specializing in drug-related occupations; 3) a Certificate Program for community members desiring more specialized training in drug abuse; 4) an Associate of Arts Degree in substance abuse for community workers; and 5) a new Major Concentration in substance abuse. The contact is Dr. Thomas P. Lief.

Some of the programs are described below.

INTRODUCTION TO DRUG AND ALCOHOL ABUSE
Survey course which includes a field placement exercise. The student is introduced to a variety of findings, problems, and programs associated with drug abuse.

COMMUNITY DRUG/ALCOHOL PROGRAMS
Field course involving visits to community agencies, including criminal rehabilitation programs, and methadone treatment programs.

CLINICAL ASPECTS OF THE ADDICTIONS
Physiological, psychological, and medical aspects of substance abuse and use.

CRIMINAL JUSTICE AND THE CIVIL RIGHTS OF ADDICTS
Course acquainting participants with legal, judicial, and enforcement procedures relating to substance use and abuse.

ALCOHOLISM AND POLYDRUG USE/ABUSE
A basic introduction to the problems, recognition, and treatment associated with alcoholism and poly-drug abuse.

DRUGS/ALCOHOL IN INDUSTRY AND BUSINESS
Course to provide strategies for managers and supervisors in business and industry in handling employee and drug and alcohol problems.

RESEARCH METHODS IN DRUG AND ALCOHOL USE/ABUSE BEHAVIOR
Course examining the various strategies of research in the areas of drug and alcohol use/abuse behavior.

Other courses offered include Program Development and Administration, The Post-Addiction Career: Rehabilitation and Re-Entry into Society, Seminar: Theory and Practice of Drug/Alcohol Counseling, Drug Abuse/Alcohol Internship, Practicum on Field Training, Substance Abuse Seminar--Special Topics, and Drug/Alcohol Prevention and Education.

Maine

Single State Agency

Office of Alcoholism and Drug Abuse Prevention
Department of Human Services
32 Winthrop Street
Augusta, Maine 04330
(207) 289-2781

State Prevention Coordinator

Office of Alcohol and Drug Abuse
Department of Human Services
32 Winthrop Street
Augusta, Maine 04330
(207) 289-2781

State Training Support Program

Bureau of Rehabilitation
Office of Alcoholism and Drug Abuse Prevention
32 Winthrop Street
Augusta, Maine 04330
(207) 289-2781

NDACTRD/NCAE Courses Offered by the STSP

Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
The Initial Visit (NCAE)

Maryland

Single State Agency

Drug Abuse Administration
Department of Health and Mental Hygiene
201 West Preston Street
Baltimore, Maryland 21201
(301) 383-3959

State Prevention Coordinator

Department of Health and Mental Hygiene
201 West Preston Street
Baltimore, Maryland 21201
(301) 383-3653

State Training Support Program

Office of Education and Training for Addiction Services
Department of Health and Mental Hygiene
201 West Preston Street, 4th Floor
Baltimore, Maryland 21201
(301) 383-3690

The purpose of the Office of Education and Training for Addiction Services (OETAS) is to ensure the availability of high quality education and training for all addictions health care personnel in Maryland. The primary target group includes all the drug abuse and alcoholism treatment programs funded by the Alcoholism Control and Drug Abuse Administrations. The secondary target group includes the other organizations that serve drug and alcohol abusers. OETAS was established in article 41, section 206D of the Annotated Code of Maryland (enacted in 1976) as a part of the Office of the Assistant Secretary for Mental Health and Addictions in the Department of Health and Mental Hygiene. OETAS provides the following services:

- Addictions training events: long-term courses--35 or more classroom hours; and seminars and workshops--up to 4 days. Specific training is given in drug and alcohol use and abuse, concepts of counseling, supervision, administration, and other special issues in the addictions field.
- Lectures and special presentations: OETAS provides staff to present addictions components in training events sponsored by other agencies.
- Consultation: OETAS provides consultation to programs and agencies in designing and presenting their own inservice or other training programs.
- Coordination with other agencies: OETAS maintains regular contact with corrections, education, social services, and other health-related agencies to coordinate training and provide information to them about addictions.

For more information, the person to contact is Ludwig L. Lankford.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
The Community Health Nurse and Alcohol-Related Problems (NCAE)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
The Intitial Visit (NCAE)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

Among the courses offered by the STSP are:

INTRODUCTION TO CARE-GIVING AND CASE-MANAGEMENT FOR ADDICTION PERSONNEL
10-day required course offered in two parts.

INTERMEDIATE CARE-GIVING AND CASE-MANAGEMENT FOR ADDICTION PERSONNEL
5-day course filling special education requirements for Addiction Counselor III.

ADVANCED CAREGIVING TECHNIQUES--GROUP
State-developed, required course for Level III certificate.

CLINICAL SUPERVISION
One of two required courses for Level III certificate. State-developed.

SPECIALIZED SKILLS FOR SECRETARIAL PERSONNEL IN ADDICTION TREATMENT SETTINGS
4-day skill development workshop for secretaries. State-developed.

MEDICAL AND EMERGENCY ASPECTS OF ALCOHOLISM AND DRUG ABUSE TREATMENT
Intermediate-level courses for counselors. State-developed.

Other courses offered in the State include: Care of the Substance Abuser--For Nursing Staff, Advanced Family Counseling--Experiential, Sexual Issues in Counseling the Substance Abuser, Outreach and Community Development, Corrections and Treatment, Counseling the Adolescent, Counseling the Suicidal Client, Program Standards--Outpatient Alcoholism Services, Grantsmanship and Fund Raising, Minority Counseling, Legal Rights of the Substance Abuse Client, and others.

College/University Courses Offered in Conjunction with the STSP

Courses are offered with the STSP's input or cooperation at the following institutions: Dundalk Community College (regular credit courses), Coppin State College (regular credit courses), Essex Community College (regular credit courses), and Morgan State College (CEU courses only).

Other College/University Courses Offered in the State

Essex Community College
Allied Health
Rossville Boulevard
Baltimore, Maryland 21237
(301) 682-6000, ext. 382

Two types of programs are offered for individuals interested in pursuing careers in drug counseling. The first is a 2-year program leading to an associate of arts degree in mental health, with an option in drug abuse counseling. The second is a 19-credit program leading to a certificate in drug counseling.

The AA program prepares persons for work in community drug treatment centers dealing with drug-related problems. The certificate program has an inservice aspect and attracts people already employed in drug detoxification centers who are not currently interested in the broader approach leading to the AA degree. The person to contact for course schedules and locations is Sherman Yen.

INTRODUCTION TO DRUG ADDICTION AND TREATMENT

In addition to the physiological and psychological effects of drug addiction, this course considers the behavioral approach in interpreting drug intake behavior and in designing treatment programs.

BEHAVIORAL MODIFICATION

Behavioral modification concepts such as modeling, shaping, token economy, systematic desensitization, and behavioral contracting will be discussed in this course. The information received can be directly related to daily work in both drug and family situations.

BEHAVIORAL COUNSELING

Drug-related course to provide individual and group counseling techniques, in addition to studying drug effects and psychological dependency.

SERVICE PROGRAM EVALUATION AND INDIVIDUAL COUNSELING ASSESSMENT

This course is designed to meet the professional needs of mental health service personnel, with emphasis on the objectives and evaluations of service programs and individual counseling evaluations.

PRINCIPLES AND TECHNIQUES OF COUNSELING

This is an introduction to major counseling theories, along with practice in developing awareness of the dynamics of the interpersonal process as such dynamics pertain to the helping relationship.

DRUG COUNSELOR SUMMER PRACTICUM

This course is intended to develop in students the skills of understanding various therapeutic approaches and related problems in dealing with drug addiction.

Other courses are also offered on Managing the Local Addictions Treatment Program, Counseling the Suicidal Client, Developing an Outreach Program, and Consider the Alternatives.

Massachusetts

Single State Agency

Division of Drug Rehabilitation
Department of Mental Health
160 North Washington Street
Boston, Massachusetts 02114
(617) 727-8614

State Prevention Coordinator

Division of Drug Rehabilitation
Department of Mental Health
160 North Washington Street
Boston, Massachusetts 02114
(617) 727-8614

State Training Support Program

Department of Mental Health
Office of Manpower, Planning, and Development
160 North Washington Street
Boston, Massachusetts 02114
(617) 727-8608

The Office of Manpower is responsible for planning, designing, and implementing training programs for drug program staff. Training is offered throughout the year and is decentralized in various facilities across the State. Content of the courses is based on workers' needs, and emphasis is placed on skill development. The Office also is developing State training capability through its training of trainers program and is working closely with the Northeast Regional Support Center to present the NIDA training packages in clinical and administration areas.

The Office of Manpower is responsible for developing, promoting, and coordinating interdisciplinary and inter-agency programs, for designing curriculae and training packages, for providing technical assistance to programs on training issues, and, with the help of an Ad Hoc Committee, establishing a credentialing system in the State. The person to contact is Rhoda Greenstein.

NDACTRD/NCAE Courses Offered by the STSP

Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

PHARMACY

FAMILY THERAPY

CASE MANAGEMENT

College/University Courses Offered in Conjunction with the STSP

The STSP offers courses in conjunction with Bunker Hill Community College.

Michigan

Single State Agency

Office of Substance Abuse Services
3500 North Logan Street
Lansing, Michigan 48909
(517) 373-8600

State Prevention Coordinator

Office of Substance Abuse Services
3500 North Logan Street
P.O. Box 30035
Lansing, Michigan 48909
(517) 373-7873

State Training Support Program

Michigan Department of Public Health
Office of Substance Abuse Services
3500 Logan Street
Lansing, Michigan 48914
(517) 373-6307

The primary concern of the Office of Substance Abuse Services is the development of basic skills for substance abuse counselors, managers, and evaluators. Five specific functions are performed to accomplish this goal. The functions are operating an inservice training system; conducting educational conferences; awarding scholarships and fellowships; evaluating all training activities; and developing new training methods and procedures. Funding is provided for locally identified and sponsored training, and scholarships are awarded to local program employees to attend regional and national training events. A broad range of basic skill training opportunities at local sites is provided by the office throughout the year. Local substance abuse coordinators may be contacted for information regarding the schedule of this training. For other information, the person to contact is Lester Bollwann.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Prevention: Working with Schools (NDACTRD)

Other Courses Offered by the STSP

BASIC CURRICULUM FOR SUBSTANCE ABUSE COUNSELORS
State-developed, 140-hour course aimed at entry-level counselors. The course is composed of five modules: pharmacology, assessment interviewing for treatment planning, individual counseling skills, group process, and socio-cultural aspects of substance abuse.

FINANCIAL MANAGEMENT
State-developed course for persons responsible for bookkeeping in programs. It provides basic accounting skills and specific skills for reporting to the SSA.

College/University Courses Offered in the State

Detroit Institute of Addiction Research and Training (DIART)
Bureau of Substance Abuse
Detroit Health Department
7707 West Chicago
Detroit, Michigan 48204
(313) 834-7673

The DIART program provides ongoing systematic and specialized training and retraining for substance abuse personnel in the Detroit Metro Area and formalized recognition for that training through an "external degree" program that assists in the general professional growth and development of such personnel. Each segment of the program lasts 6 months, enrolls a maximum of 40 students in two groups of 20, offers a day a week of classroom instruction, and provides special on-the-job supervision by DIART and the clinic at which the students work.

The courses at DIART are Report Writing and Recordkeeping, Systematic Human Relations Training, Psychology of Alcoholism and Substance Abuse, Pharmaceutical Aspects of Substance Abuse, The Family, Counseling Skills Lab, Intergroup Communication, Urban Sociology, Problem Solving in Social Work, Crises Intervention, Clinic Management, and Group and Social Process. Students receive college or university credit for courses taken at DIART. The person to contact at DIART for course schedules and locations is Thomas C. Kauffman.

Western Michigan University
Speciality Program in Alcohol and Drug Abuse (SPADA)
Kalamazoo, Michigan 49008
(616) 383-8186

This program is a 1-year specialization in alcohol and drug abuse that is offered to graduate students in the behavioral sciences already enrolled in the graduate college at Western Michigan University. Approximately 30 students are enrolled each year. Persons enrolled in or holding a graduate degree in one of the participation disciplines (biology, counseling, psychology, social work, or sociology) are eligible for admission to the program. The person to contact for course locations and other information is C. Dennis Simpson

SEMINAR IN SUBSTANCE ABUSE

This seminar for SPADA trainees is designed to reflect broadly conceived issues and problems in the funding, administering, and evaluating of service programs and in strategies applicable to the prevention and treatment of substance abuse.

FIELD EDUCATION

The professional field education experience is an integral part of the SPADA. The component is designed as a total learning experience during which the trainee can apply some of the knowledge and information obtained in an academic setting and further develop and refine his or her professional skills with the guidance and assistance of those persons who are working in the substance abuse area.

BIOLOGY OF ADDICTIVE DRUGS

The course objective is to provide the non-science student with a definition of terms and a working knowledge of elementary pharmacology. Specifically, the course is intended to provide sufficient knowledge of the pharmacology of the most commonly abused street drugs to enable the student to effectively counsel others concerning possible pharmacological dangers of illegal drug use.

ETIOLOGIES OF SUBSTANCE ABUSE

This course treats the various social and behavioral theories regarding the causation of alcoholism and drug addiction.

ELECTIVE COURSES

SPADA also offers a series of elective courses and continuing education courses, several of which are from the NDACTRD series. The electives are:

- Legal-Illegal Drugs
- Facts About Drug Abuse
- Women in Treatment
- Basic Program Management Skills
- Assessment Interviewing for Treatment Planning
- Adolescence: Intervention Strategies
- Criminal Justice-Treatment Interface

- Vocational Rehabilitation in the Treatment Setting
- Training of Trainers
- Drugs and the Elderly
- Family and Addiction
- Basic Management Skills

Minnesota

Single State Agency

Chemical Dependency--DPW
Centennial Office Building
650 Cedar, 4th Floor
St. Paul, Minnesota 55155
(612) 296-3991

State Prevention Coordinator

Lee Gartner
(612) 296-8574
Statewide Resource Center
Minnesota Prevention Resource Center
2829 Verndale Avenue
Anora, Minnesota 55303
(612) 427-5310

State Training Support Program

Chemical Dependency Program Division
Department of Public Welfare
Centennial Office Building
650 Cedar Street, 4th Floor
St. Paul, Minnesota 55155
(612) 296-8573

The State Training Support Program (STSP) is responsible for conducting statewide training needs assessment, and analyzing, prioritizing, and publishing resulting data; maintaining and inventory of chemical dependency training and education programs in the State; fostering coordination and cooperation among the preservice chemical dependency training programs, inservice, and continuing education training programs; modifying and delivering NDACTRD and other developed courses to meet the needs of short term instruction in specific areas; sponsoring the institutionalization of training program accreditation and the credentialing of chemical dependency practitioners; conducting a human resource analysis survey and projection for chemical dependency practitioners in the future; and the monitoring and coordination of a centralized chemical dependency training project. A 1-page directory of preservice chemical dependency training programs is available upon written request. The contact is Karen Edens.

Mississippi

Single State Agency

Division of Alcohol and Drug Abuse
Robert E. Lee Building, 12th Floor
Jackson, Mississippi 39201
(601) 354-7031

State Prevention Coordinator

Department of Mental Health
Division of Alcohol and Drug Abuse
Robert E. Lee Building, 12th Floor
Jackson, Mississippi 39201
(601) 354-7031

State Training Support Program

Department of Mental Health
Division of Alcohol and Drug Abuse
Robert E. Lee Building, 12th Floor
Jackson, Mississippi 39201

The STSP is responsible for coordinating the sponsorship of NDACTRD and NCAE courses in the State. The person to contact is Evelyn Porter.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
The Community Health Nurse and Alcohol-Related Problems (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
The Initial Visit (NCAE)
Prevention: Working with Schools (NDACTRD)
Services for Alcoholic Women (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered in the State

CHOCTAW CULTURAL COUNSELING SKILLS
State-developed, 3-day course consisting of nine experiential modules covering problem identification, screening for mental illness, initial intervention, cultural awareness, family and marriage counseling, financial counseling, etc. The course was developed for the staff of the Choctaw Indian Mental Health/Alcoholism/Substance Abuse Program.

College/University Courses Offered in the State

University of Southern Mississippi
Department of Counseling Psychology and Counselor Education
Box 5012--Southern Station
Hattiesburg, Mississippi 39401
(601) 266-7151

The Alcoholism and Drug Abuse Program is offered as a part of a 60-semester hour M.S. degree program in counseling. The program also includes a field internship in a substance abuse setting. The University operatos a cooperative project with the State, in which selected students are placed in fulltime internships with stipends. The contact is Dr. John D. Alcorn.

ALCOHOLISM AND DRUG ABUSE PREVENTION
Course designed to provide an overview of alcoholism and drug abuse and to acquaint students with specific types of programming directed at primary, secondary, and tertiary prevention. Undergraduate course.

SEMINAR IN ALCOHOLISM AND DRUG ABUSE
Graduate seminar in which the following topical areas are covered: sociological factors in substance abuse, theoretical models of addiction, physiology and pharmacology, primary prevention, secondary prevention, and late-stage treatment and rehabilitation.

Jackson State University
Interdisciplinary Alcohol/Drug Studies Center
P.O. Box 17054
Jackson, Mississippi 39217
(601) 968-2350

Program providing research, education, and training in the alcohol/drug studies area. It offers a 12-month master of arts degree-conferring program in alcohol/drug studies, with a sub-specialization in counseling, program planning and management, or public information. The 36-semester-hour curriculum includes theory, a 3-month internship, and a thesis. The person to contact is Dr. Mary E. Benjamin.

INTRODUCTION TO ALCOHOL AND DRUG ABUSE
A study of the history of drug misuse, addiction, and therapy, covering the economic and social impact of the nation and the world. Open to undergraduate and graduate students.

ORGANIZATION AND ADMINISTRATION OF SCHOOL AND COMMUNITY HEALTH PROGRAMS
Course dealing with school health education and community health programs, with emphasis on organization and administration of school, public health, voluntary, and private health programs. Graduate level.

INTERVENTIVE METHODS I
Course dealing with strategies, techniques, and approaches to the intervention, redirection, and amelioration of substance misuse behavior with special emphasis on individual, group, and community organization foci. Graduate level.

COUNSELING THE CHEMICALLY DEPENDENT
Sociology/guidance and counseling course designed to acquaint students with the basic principles and techniques of counseling, with a special emphasis on the cultural aspects of counseling chemically addicted individuals. Graduate level.

Among the other courses offered in the program are History and Philosophy of Alcohol Abuse and Other Abused Substances, Instructional Systems Design, Interventive Methods II, Community Analysis, Administration of Curriculum and School Improvement Programs, Practicum, and Alcohol and Drug Abuse as a Social Problem.

Missouri

Single State Agency

Division of Alcohol and Drug Abuse
P.O. Box 687
2002 Missouri Boulevard
Jefferson City, Missouri 65102
(314) 751-4942

State Prevention Coordinator

Division of Alcohol and Drug Abuse
Department of Mental Health
2002 Missouri Boulevard
Jefferson City, Missouri 65101
(314) 751-4942

State Training Support Program

Division of Alcohol and Drug Abuse
Department of Mental Health
P.O. Box 687
2002 Missouri Boulevard
Jefferson City, Missouri 65102
(314) 751-4942

The Missouri Substance Abuse Training System (MOSATS) operates year-round, providing training for personnel in alcohol and drug treatment who have client contact. An effort is made to deliver training as close to population centers as possible, such as St. Louis, Kansas City, Springfield, St. Joseph, Columbia, and Cape Girardeau. Additionally, the State hospital sites are often used as training sites, and people other than State hospital staff may apply also. A training calendar listing all delivery locations and dates is published twice a year for a 6-month period. The person to contact is Richard Hayton.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
An Ounce of Prevention (NCAE)
The Power of Positive Parenting (NCAE)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Staff Burnout (NDACTRD)
Using Volunteers in Your Agency (NCAE)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

College/University Courses Offered in Conjunction with the STSP

Northwest Missouri State University
Maryville, Missouri

The University offers Counselor Training: Short-Term Client Systems and Women in Treatment.

Montana

Single State Agency

Alcohol and Drug Abuse Division
Department of Institutions
1539 11th Avenue
Helena, Montana 59601
(406) 449-2827

State Prevention Coordinator

Alcohol and Drug Abuse Division
Department of Institutions
1539 11th Avenue
Helena, Montana 59601
(406) 449-2827

State Training Support Program

Alcohol and Drug Abuse Division
Department of Institutions
1539 11th Avenue
Helena, Montana 59601
(406) 449-2827

The State Training Support Program is a training effort in Montana. As part of this program, the State offers several courses and can deliver others based on needs assessment data. The ADAD is a combined drug and alcohol agency, serving providers of treatment services--such as counselors--with training and education. Main functions are program evaluation, training education, technical assistance, and manpower development. This office sponsors, coordinates, and/or delivers all drug-related training in the State. Whenever possible, training is delivered through a college or university in order to offer college credit. The person to contact for course locations and other information is Terry L. Stanclift.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

COUNSELING THE ALCOHOLIC CLIENT
State-developed/modified NCAE course.

REALITY THERAPY FOR USE WITH THE CHEMICALLY DEPENDENT
State-developed course.

Nebraska

Single State Agency

Division of Alcoholism and Drug Abuse
Department of Public Institutions
P.O. Box 94728
Lincoln, Nebraska 68509
(402) 471-2851

State Prevention Coordinator

Division of Alcoholism and Drug Abuse
Department of Public Institutions
P.O. Box 94728
Lincoln, Nebraska 68509
(402) 471-2851

State Training Support Program

Division of Alcoholism and Drug Abuse
Department of Public Institutions
P.O. Box 94728
Lincoln, Nebraska 68509
(402) 471-2851

Effective July 1980, the Nebraska Commission on Drugs and the Nebraska Division on Alcoholism merged into the Nebraska Division on Alcoholism and Drug Abuse. Since 1974, the STSP has assumed the responsibility for training and credentialing all substance abuse counselors employed in State-funded drug treatment programs. Both a formal counselor certification model and the necessary training delivery system are in operation. Training sponsored is supported by State Training Support Program funds with various other State agencies participating when training slots are available, although priority for such slots is given to employed drug counselors. Other participating agencies include such individuals as parole and probation officers, vocational rehabilitation and school counselors, teachers, alcoholism counselors, pharmacists, and physicians, as well as correctional and law enforcement personnel. The person to contact for course locations and other information is Peg Brown.

NDACTRD/NCAE Courses Offered by the STSP

Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Supervision (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

COUNSELING TECHNIQUES, LEVEL I
This course develops additional skills in the area of individual counseling with emphasis on understanding the principles of a helping relationship, an overview of various modalities and therapies, and an integration of therapeutic techniques.

COUNSELING TECHNIQUES, LEVEL II
This course develops skills in understanding and implementing the principles of group process and includes practice sessions in simulated small group counseling process.

REALITY THERAPY
This is an introductory course with emphasis on how this therapy technique applies to drug counseling.

GESTALT THERAPY
This course is designed for both beginning and experienced group leaders.

It is designed to promote the growth process and the development of human potential in the style of Fritz Pearls.

Nevada

Single State Agency

Bureau of Alcohol and Drug Abuse
Department of Human Resources
505 East King Street
Carson City, Nevada 89710
(702) 885-4790

State Prevention Coordinator

Bureau of Alcohol and Drug Abuse
Department of Human Resources
505 East King Street
Carson City, Nevada 89710
(702) 885-4790

State Training Support Program

Bureau of Alcohol and Drug Abuse
Department of Human Resources, Rehabilitation Division
5th Floor, Room 500
505 East King Street
Carson City, Nevada 89710
(702) 885-4790

In addition to the regular STSP functions, the STSP is responsible for coordinating the Nevada Annual Summer Substance Abuse Clinic and with setting up academic linkages with community colleges and 4-year colleges and universities. A detailed calendar of training events is available every 3 months. For course location and other information, contact Julian Smith.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Services for Alcoholic Women (NCAE)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

SIGNS AND SYMPTOMS OF DRUG ABUSE
State-developed course on the symptomatology and pharmacology of drug abuse, use, dependency, and addiction. For all persons working in substance abuse programs and allied health services.

FUNDING ALTERNATIVES FOR COMMUNITY BASED ORGANIZATIONS
Developed by WASC, a State-supported center. Course assisting program managers in identifying funding sources and in utilizing them. Target audience--managers and fiscal officers.

TREATMENT PLANNING AND CASE MANAGEMENT
State-developed course for all persons engaged in counseling roles designed to improve counselor knowledge of behavioral-oriented treatment planning.

REALITY THERAPY
State-developed course that introduces the eight steps of reality therapy and the nine steps in psychological growth. For persons engaged in counseling roles.

New Hampshire

Single State Agency

Office of Alcohol and Drug Abuse Prevention
Health and Welfare Building
Hazen Drive
Concord, New Hampshire 03301
(603) 271-4627

State Prevention Coordinator

Office of Alcohol and Drug Abuse Prevention
Health and Welfare Building
Hazen Drive
Concord, New Hampshire 03301
(603) 271-4633

State Training Support Program

Office of Alcohol and Drug Abuse Prevention
Department of Health and Welfare
Hazen Drive
Concord, New Hampshire 03301
(603) 271-4630

The STSP is responsible for establishing academic alternatives and career counseling, inter-departmental manpower/training planning, inter-agency linkages to NTS training, and for providing TA and consultation services to contracting agencies as well as maintaining a job bank. The person to contact is David Wilson.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Community Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

New Jersey

Single State Agency

Department of Health
Alcohol, Narcotic, and Drug Abuse Control
129 East Hanover Street
Trenton, New Jersey 08608
(609) 292-5760

State Prevention Coordinator

Department of Health
Division of Alcohol, Narcotic, and Drug Abuse Control
129 East Hanover Street
Trenton, New Jersey 08608
(201) 648-4030

State Training Support Program

Department of Health
Alcohol, Narcotic, And Drug Abuse Training and Education Center
Independence Mall
1230 White Horse-Mercerville Road
Trenton, New Jersey 08819
(609) 292-0726

The primary mission of the Alcohol, Narcotic, and Drug Abuse Training and Education Center (ANDATEC) is to serve as a support system integrated into the drug abuse and alcoholism networks throughout the State. The ultimate goal is to upgrade the quality of services throughout the statewide human service delivery system through organzational and professional growth. Accordingly, the staffs and related systems such as law enforcement and mental health agencies are invited to participate in the training and educational events at ANDATEC.

The courses which are offered are in response to ongoing needs assessment activities conducted by ANDATEC staff. The resulting program of courses has been arranged into three categories--courses for (A) counselors, (B) supervisory personnel, and (C) prevention personnel. The person to contact is William Cseh.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Puerto Rican History and Culture (NDACTRD)
Supervision (NDACTRD)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)

Other Courses Offered by the STSP

THE PHARMACOLOGY OF THE PSYCHOTROPIC DRUGS OF ABUSE
This 3-day, 3-credit course provides the substance abuse practitioner with a solid base in pharmacology.

PROBLEMS OF POLYADDICTION
This 2-day course provides updated information for the counselor about issues and problems involved in polyaddiction.

METHADONE: ITS USE IN TREATMENT
This 4-day course is intended to introduce substance abuse workers with the basic concepts of methadone maintenance.

THE THERAPEUTIC COMMUNITY: THEORY AND PRACTICE
Twelve-day course orienting the student to the historical development of the therapeutic community model from Dr. Maxwell Jones through the present.

INTRODUCTION TO VOCATIONAL REHABILITATION
Five-day, 3-credit course introducing the student to the field of vocational rehabilitation.

New Jersey offers numerous other courses. Among them are:
BASIC GROUP INTERACTION: SELF STUDY AND PERSONAL GROWTH LABORATORY
CRISIS INTERVENTION: THEORY AND PRACTICE
GROUP DYNAMICS LABORATORY
PRACTICES AND PRINCIPLES OF VOCATIONAL ASSESSMENT
FIVE APPROACHES TO THERAPY: AN OVERVIEW

New Mexico

Single State Agency

Substance Abuse Bureau
Behavioral Health Services
Health and Environmental Department
P.O. Box 968
Santa Fe, New Mexico 87504-0968
(505) 827-5271

State Prevention Coordinator

Substance Abuse Bureau
Health and Environmental Department
P.O. Box 968
Santa Fe, New Mexico 87504-0968

State Training Support Program

Drug Abuse Branch, Substance Abuse Bureau,
Behavioral Health Services Division
P.O. Box 968
Santa Fe, New Mexico 87504-0968
(505) 827-5358

As part of its networking activities with the criminal justice system, the New Mexico STSP has taken over 21 first-offender programs to provide training and technical assistance to both facilitators and administrative staff. The STSP has also become divisional in scope; starting this year, it will provide training for the State staff of mental health programs and programs for the developmentally disabled, as well as for drug and alcohol abuse staff.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Group Skills for Alcoholism Counselors (NCAE)
Planning Alcoholism Services (NCAE)
The Power of Positive Parenting (NCAE)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Reflections in a Glass (NCAE)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

College/University Courses Offered in Conjunction with the STSP

NEW MEXICO ANNUAL INSTITUTE ON ALCOHOLISM STUDIES
Held in Silver City, this institute offers a 5-day program each June for individuals active in the field of substance abuse in the State. It is co-sponsored by Western New Mexico University in Silver City.

College/University Courses Offered in the State

College of Santa Fe
Social Work Program
St. Michaels Drive
Santa Fe, New Mexico 87501
(505) 982-6384

The College of Santa Fe Social Work Program offers a program in undergraduate social work education leading to either an associate of arts or bachelor of arts degree. Both programs have course materials from the social sciences and liberal arts. Students preparing to be social workers, mental health workers, community planners, organizers, or other helping persons are involved in actual community service. Field instruction begins in the junior year and ends in the senior year. Many varied opportunities exist for students to experience field placements working with drug-alcohol related problems with a multicultural perspective. Placement possibilities exist in urban areas, mountain villages, and Indian pueblos. The person to contact is Frank E. Ladwig.

ALCOHOL AND DRUG ABUSE
This course presents information regarding the nature of alcohol and other drugs and the use and misuse of these substances in the social milieu.

FIELD INSTRUCTION
This course provides the student with the opportunity to work directly in drug-alcohol related programs in urban or rural Northern New Mexico. Specific alcohol and drug treatment programs are placement possibilities, as is working with treatment specialities in other host agencies.

New York

Single State Agency

New York State Division of Substance Abuse Services
Executive Park South
Albany, New York 12203
(518) 457-2061

State Prevention Coordinator

Commission on Alcohol and Substance Abuse Prevention and Education
Executive Park South
Albany, New York 12203
(518) 457-6814

State Training Support Program

New York State Division of Substance Abuse Services
Bureau of Training and Resource Development
350 Broadway, 4th Floor
New York, New York 10013
(212) 679-3733

The STSP provides regional and specialized training for SSA's internal staff, local agency staff funded by the State, and staff in agencies dealing with drug-related problems. In the last fiscal year, more than 160 training events were delivered through this training network. It is also responsible for developing and updating skills of the State's internal cadre of trainers to keep the system functioning. In cooperation with SSA's monitoring system which ensures compliance with regulations, the STSP contacts local agencies and offers technical assistance to correct deficiencies. In support of community-based efforts, the SSA regularly conducts informational programs for community groups and parents' associations. Last year, 58 current awareness programs were delivered to 7,650 participants. Finally, to expand knowledge in the substance abuse field, New York operates a resource center containing a comprehensive collection of books, periodicals, microfiches, and resource materials. The person to contact is Walter M. Higley.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Puerto Rican History and Culture (NDACTRD)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

VIOLENCE IN THE THERAPEUTIC SETTING: UNDERSTANDING AND AVOIDING IT
State-developed course. Through lecutre and demonstration, this workshop helps substance abuse workers to recognize and handle the potentially violent client in treatment programs.

GESTALT TREATMENT IN SUBSTANCE ABUSE COUNSELING
State-developed course designed for substance abuse and other health service workers. Through lectures and group experience, it focuses upon some of the basic concepts of Gestalt and their application in the treatment of substance abusers.

TRANSACTIONAL ANALYSIS
Through lectures and exercises, substance abuse workers examine the history and development of transactional analysis and learn techniques for applying this approach in the treatment of substance abuse clients. State-developed.

COMPARATIVE PSYCHOTHERAPIES
This State-developed course is designed to train substance abuse counselors to work with a number of psychotherapeutic models (affective, behavioral, and cognitive) in the treatment of substance abuse clients.

COUNSELING FROM A BLACK PERSPECTIVE
In this program, human service providers have the opportunity to improve their delivery of treatment and prevention services to black clients by learning to modify traditional counseling approaches for that population.

GAYS IN TREATMENT
This State-developed program provides substance abuse counselors and other human service providers with an understanding of gay lifestyles and strategies for intervening constructively with gay clients.

Among the other courses offered are:
WORKING WITH ADOLESCENTS
OVERVIEW OF SUBSTANCE ABUSE
MISUSE OF PRESCRIBED DRUGS
VOCATIONAL REHABILITATION IN THE TREATMENT SETTING
CLIENT RIGHTS AND CONFIDENTIALITY
SEXUALITY ISSUES IN SUBSTANCE ABUSE TREATMENT
USING AND BUYING MEDICATIONS WISELY: A PROGRAM FOR SENIOR CITIZENS
INTRODUCTION TO CONSULTATION
PERFORMANCE ANALYSIS
BASIC MANAGEMENT SYSTEMS
MANAGING LOCAL PROGRAMS: ISSUES AND APPROACHES
MANAGING BY OBJECTIVES
CONFLICT RESOLUTION
GROUP COUNSELING
FAMILY COUNSELOR DEVELOPMENT WORKSHOP

College/University Courses Offered in Conjunction with the STSP

New York works with colleges and universities to secure undergraduate and graduate credits for its courses.

The Rochester Institute of Technology and St. Joseph's College (Brooklyn) grant credit for completion of the following courses offered by the Bureau:

Assessment Interviewing for Treatment Planning
Counselor Training: Short-Term Client Systems
Women in Treatment II
Overview of Substance Abuse
Puerto Rican History and Culture
Training of Trainers
Vocational Services
Family Counselor Development Workshop
Group Counseling
Clinical Supervision

North Carolina

Single State Agency

Alcohol and Drug Abuse Services
Division of Mental Health, Mental Retardation, and Substance Abuse
325 North Salisbury Street
Raleigh, North Carolina 27611
(919) 733-4670

State Prevention Coordinator

Alcohol and Drug Abuse Services
Division of Mental Health, Mental Retardation, and Substance Abuse
3800 Barrett Drive, Suite 302
Raleigh, North Carolina 27609
(919) 733-4555

State Training Support Program

Alcohol and Drug Abuse Section
Division of Mental Health, Mental Retardation, and Substance Abuse
3800 Barrett Drive, Suite 302
Raleigh, North Carolina 27609
(919) 733-4555

This is a program to plan, coordinate, monitor, and administer training courses offered to professionals and paraprofessionals in alcohol and drug abuse or related fields. Training courses are offered in the areas of counseling principles and skill development; treatment planning; program management skills; program administration; and primary prevention/education. Each area consists of regularly scheduled courses of various types. All courses are sponsored by the Office of the Assistant Secretary for Alcohol and Drug Abuse and, upon completion of in-State trainer certification, will be provided by Alcohol and Drug Program personnel. Annual training needs assessment and resource identification are conducted. The persons to contact for information are Stan Williams and Ken Kaufman.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

FAMILY THERAPY
Developed by a private consultant, this course is aimed at counselors and supervisors.

COUNSELING FROM A CULTURAL PERSPECTIVE
Course, developed by the Northeast Regional Support Center, that explores and provides a definition of the misconceptions and prejudices, both programatic and individual, impacting on a minority counseling situation.

North Dakota

Single State Agency

Division of Alcoholism and Drug Abuse
Department of Human Services
State Capitol Building
Bismarck, North Dakota 58505
(701) 224-2769

State Prevention Coordinator

North Dakota does not currently have an SPC contract.

State Training Support Program

North Dakota does not currently have an STSP contract.

Ohio

Single State Agency

Bureau of Drug Abuse
Ohio Department of Mental Health
65 S. Front Street, Suite 211
Columbus, Ohio 43215
(614) 466-7893

State Prevention Coordinator

Office of Education and Training
Division of Mental Health
30 E. Broad Street, Room 2491
Columbus, Ohio 43215
(614) 466-1203

State Training Support Program

Ohio Department of Mental Health
Division of Mental Health
Office of Education and Training
Glenwood Training Center
2401 West Walnut Street
Columbus, Ohio 43223
(614) 466-1570

The STSP coordinates activities and serves as a resource to the State's two training centers, the Ohio Rural Training Project and the Cleveland Training Center. It also serves as conference coordinator for the Ohio Drug Studies Institute, an annual summer program designed to promote education, communication, and sharing among approximately 1,000 prevention, treatment, criminal justice, and other workers or citizens throughout Ohio and other States. Continuing education units are made available for professionals and other participants for attendance at the skills day sessions or during the other 4 days of over 150 workshops.

OHIO RURAL TRAINING PROJECT
127 S. 10th Street
Cambridge, Ohio 43725
(614) 439-3541

CLEVELAND TREATMENT CENTER TRAINING INSTITUTE
B.F. Keith Building
1621 Euclid Avenue, Suite 510
Cleveland, Ohio 44115

These two projects follow the NIDA-STSP training system strategies of six elements. The staff of both centers work closely with the STSP to provide training to rural and urban drug abuse agency staff throughout Ohio. The rural training project, as a State-funded program, and the Cleveland Training Institute, a NIDA-funded project, are committed to resource sharing, training network development, and cooperative efforts. Focus in the centers is predominantly on NDACTRD package delivery with plans for curriculum expansion this year.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)

Communication and Parenting Skills (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Since You Care (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

College/University Courses Offered in the State

The Union for Experimenting Colleges and Universities
P.O. Box 85315
Cincinnati, Ohio 45201
(513) 621-6444

The University Without Walls/Cincinnati is one site of a nationwide baccalaureate program developed by The Union for Experimenting Colleges and Universities. The Union is both a consortium of institutions dedicated to experimentation in higher education and a degree-granting institution. Both the undergraduate program, University Without Walls, and the Ph.D. program, the Union Graduate School, were conceptualized during the late 1960's and received candidacy for accreditation status from North Central Association in 1972 and 1974.

The University Without Walls concept, pioneered by The Union, recognizes the credit validity of prior learning as well as learning outside the classroom. Each learner's program is individually developed, incorporating a variety of learning experiences and a significant project addressing a socially relevant problem.

Interested drug abuse personnel in Ohio should write directly to The Union at the above address for further information.

Oklahoma

Single State Agency

Drug Abuse Program
Department of Mental Health
P.O. Box 53277, Capitol Station
Oklahoma City, Oklahoma 73152
(405) 521-0044

State Prevention Coordinator

Division of Drug Abuse Services
Department of Mental Health
P.O. Box 53277, Capitol Station
Oklahoma City, Oklahoma 73152
(405) 521-0044

State Training Support Program

Division of Drug Abuse Services
Department of Mental Health
P.O. Box 53277, Capitol Station
Oklahoma City, Oklahoma 73152
(405) 521-0044

The Oklahoma Single State Agency has primary responsibility for drug abuse training. Current activities are directed toward identifying, coordinating, and matching available resources with training needs as identified by drug abuse personnel. Training will be delivered through a series of SSA-sponsored workshops and seminars. Additional effort is directed toward joint coordination with other agencies to provide training to human services workers to obtain maximum utilization of resources. For additional information, contact Nancy Bradley.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Prevention: Working With Schools (NDACTRD)

College/University Courses Offered in the State

Claremore College
Drug Abuse Services
College Hill
Claremore, Oklahoma 74017
(918) 789-2736

Claremore Junior College, through a grant from the Oklahoma Department of Mental Health, Drug Abuse Services Division, offers one postsecondary-level course that is taught through the sociology division of the college. For further information, contact Philip Malley.

FUNDAMENTAL FACTS AND INSIGHTS ABOUT SUBSTANCE ABUSE
This is a 16-week course that is designed to provide basic and up-to-date information about the substance abuse phenomenon.

Southeastern Oklahoma State University (SOSU)
Sociology Department/Drug Abuse Section
P.O. Box 4190
Durant, Oklahoma 74701
(405) 924-0121

A grant from the Oklahoma State Drug Abuse Division provides for regional coordination of drug abuse training at SOSU. For more information, contact Lyndon Bohanan.

COMMUNITY APPROACH TO DRUG ABUSE AND PREVENTION
This 5-day, 10-module seminar focuses on the pharmacological and physical aspects of drug misuse and abuse. It also presents a community medical emergency guide to drug overdose.

DRUG ABUSE INVESTIGATION AND CONTROL IN THE COMMUNITY
This 16-week (2 days a week) course is designed to familiarize interested individuals with drugs, one of the most disturbing problems of our times. Treatment, enforcement, prevention, and investigation will be examined as a guide for teachers and paraprofessionals. The course carries 3 hours of university credit in sociology.

Oregon

Single State Agency

Office of Programs for Alcohol and Drug Problems
Mental Health Division
2575 Bittern Street, N.E.
Salem, Oregon 97310
(503) 378-2163

State Prevention Coordinator

Office of Programs for Alcohol and Drug Problems
Mental Health Division
2575 Bittern Street, N.E.
Salem, Oregon 97310
(503) 378-2163

State Training Support Program

Office of Programs for Alcohol and Drug Problems
Mental Health Division
2575 Bittern Street, N.E.
Salem, Oregon 97310
(503) 378-2163

The Alcohol and Drug Problem Office of the State Mental Health Division operates a Substance Abuse Manpower and Training Program. This program includes the NIDA State Training Support Program and the operation of the NIAAA State Manpower Development Program in cooperation with the Division's Manpower Development Office. The focus of the program is to use a manpower development approach in support of treatment service needs. Site visit report data are used to determine manpower and training needs of programs relative to program approval and client outcomes. Additional priorities are minorities (Indian and Chicano), allied fields (especially criminal justice), women, and youth. The person to contact is Nancy Simmons.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

ALCOHOL USE, MISUSE, AND ADDICTION
(State-developed.) A basic course designed for entry-level substance abuse workers, this course, "Alcohol 101," provides information related to the physiological effects of alcohol and promotes a holistic approach to alcohol problems.

BASIC TRAINING FOR DETOXIFICATION TECHNIQUES
(State-developed.) A nontrainer-dependent course for detox workers.

DRUS USE, MISUSE, AND ADDICTION
(State-developed.) A companion to "Alcohol 101," this course describes the physiological effects of drugs and drug combinations.

Pennsylvania

Single State Agency

Department of Health
Office of Drug and Alcohol Programs
Division of Training and Prevention
2101 North Front Street, Building #1
Harrisburg, Pennsylvania 17120
(717) 783-8200

State Prevention Coordinator

Department of Health
Office of Drug and Alcohol Programs
Division of Training and Prevention
2101 North Front Street, Building #1
Harrisburg, Pennsylvania 17120
(717) 783-8200

State Training Support Program

Department of Health
Office of Drug and Alcohol Programs
Division of Training and Prevention
2101 North Front Street, Building #1
Harrisburg, Pennsylvania 17120
(717) 783-8200

The Division of Training and Prevention in the Governor's Council on Drug and Alcohol Abuse is responsible for the delivery of training in the Commonwealth. This is accomplished through the funding and monitoring of four Regional Training Councils which are responsive to the regional training needs in their areas. Uniformity of training content is accomplished through the use of a central Registry of Courses and Registry of Trainers which are located in the Division. At present, the Registries contain over 150 trainers and 160 registered packages that are unique to Pennsylvania.

Training efforts are also directed this fiscal year toward the field testing of the Structured Assessment Package (SAP). This is a competency-based assessment that establishes minimum competency levels for drug and/or alcohol counselors. The SAP can be used not only as a quality assurance instrument for the field, but also can be used by clinical supervisors as an assessment/staff development instrument. For further information, contact Nancy Sponeybarger, Division of Training and Prevention, Governor's Council on Drug and Alcohol Abuse, 2101 North Front Street, Harrisburg, Pennsylvania 17120.

The names and addresses of the four Regional Training Councils in Pennsylvania are:

KYKLOS Training Administrator
227 Old Church Road
North Wales, Pennsylvania 19454

CRTCC Training Administrator
3709 Walnut Street
Harrisburg, Pennsylvania 17109

NESCODA Training Administrator
D/A Treatment Services
Scranton State Hospital
Scranton, Pennsylvania 18350

WARTC Training Administrator
19 Standish Road
Carnegie, Pennsylvania 11506

NDACTRD/NCAE Courses Offered by the STSP

- Assessment Interviewing for Treatment Planning (NDACTRD)
- Basic Management Skills (NDACTRD)
- Communications and Parenting Skills (NDACTRD)
- Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
- Facts About Drug Abuse (NDACTRD)
- Prevention: A Course for Local Program Survival (NDACTRD)
- Since You Care (NDACTRD)
- Staff Burnout (NDACTRD)
- Supervision (NDACTRD)
- Women in Treatment (NDACTRD)

Other Courses Offered by the STSP

The Pennsylvania STSP offers numerous other courses. Among them are:

- FAMILY SYSTEMS TRAINING
- TESTING THE TESTS--WHAT ARE THEY REALLY SAYING?
- HUMAN EFFECTIVENESS TRAINING
- ADVENTURES IN ATTITUDES
- BASIC PUBLIC RELATIONS FOR THE DRUG AND ALCOHOL AGENCY
- EXECUTIVE MANAGEMENT TRAINING IN PROGRAM AND FISCAL DEVELOPMENT
- BASIC FUNDRAISING FOR SOCIAL AND HUMAN SERVICE AGENCIES
- CRISIS INTERVENTION
- DIAGNOSIS AND EVALUATION
- UPDATING TREATMENT PLANS
- SCREENING AND REFERRAL
- FAMILIES FIRST: INTRODUCTORY WORKSHOP

Puerto Rico

Single State Agency

Department of Addiction Control Services
Rio Piedras Station
P.O. Box B-Y
Rio Piedras, Puerto Rico 00928
(809) 763-8957

State Prevention Coordinator

Department of Addiction Control Services
Rio Piedras Station
P.O. Box B-Y
Rio Piedras, Puerto Rico 00928
(809) 751-6915

State Training Support Program

Training Institute
Department of Addiction Control Services
Rio Piedras Station
P.O. Box B-Y
Rio Piedras, Puerto Rico 00928
(809) 763-8882

Functions of the STSP include the development of an on-going Practicum Program at the college level in the area of alcohol and drug abuse. The Training Institute has developed the by-laws which will regulate the specialized field practice of the university students in the field of drug and alcohol abuse. Also, it coordinates and implements the Emergency, Detoxification, Admissions, and Discharge Center Training Project. The STSP is responsible for the transcultural adaptation of available training programs and training courses validated in the U.S. It also coordinates and implements the Short Term Rehabilitation Project for Alcoholics. This is a training module for which the Training Institute is responsible for implementing and supervising and training deliveries. Finally, it coordinates special events which impact on the professional growth of the Department of Addiction Control Services Personnel such as the Training Program to Develop Intervention Skills in the Psychology of Drug Abuse Project. This project has been implemented in coordination of the Psychology Department of the State University of Puerto Rico. The contact person is Pilar Penalver Ramos.

NDACTRD/NCAE Courses Offered by the STSP

Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Management Skills (NCAE)
Prevention: Working with Schools (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

College/University Courses Offered in Conjunction with the STSP

The following training courses were offered to personnel working at the treatment programs by University Professions, in conjunction with the University of Puerto Rico, through the Training Program to Develop Intervention Skills in the Psychology of Drug Abuse Project. This project is funded by NIDA and has been implemented by the Psychology Department of the State University. The courses are:
REALITY THERAPY

REALITY THERAPY APPLIED IN SUPERVISION
BEHAVIOR MODIFICATION
CRISIS INTERVENTION
GOAL THERAPY

Rhode Island

Single State Agency

Division of Substance Abuse
Rhode Island Medical Center
General Hospital, Building J
Cranston, Rhode Island 02920
(401) 464-2091

State Prevention Coordinator

Division of Substance Abuse
Rhode Island Medical Center
General Hospital, Building J
Cranston, Rhode Island 02920
(401) 464-2191

State Training Support Program

Rhode Island Department of Mental Health, Retardation, and Hospitals
Division of Substance Abuse
General Hospital, Building J
Cranston, Rhode Island 02920
(401) 464-2191

The Rhode Island Department of Mental Health, Retardation, and Hospitals is the designated Single State Agency. The Division of Substance Abuse performs Single State Agency functions. Within the division, the Office of Prevention, Education, and Training has five staff members--the coordinator of prevention, education, and training; the training officer (STSP liaison); the clinical training consultant; the alcohol training officer (SMDP liaison); and the state prevention coordinator (SPC liaison). In addition, per diem consultants are hired as required for specific needs.

The training office focuses its efforts on training design and delivery, professional certification, and academic credentialing. The office conducts needs assessments and prepares competency based workshops that are delivered on a regular but nonadvance schedule to local program workers. The office also fills requests for specialized local program training on an availability basis. In addition, the office, working with local colleges, has established substance abuse-specific accredited course and external degree programs for substance abuse workers. The office also has a credentialing system.

The State Substance Abuse Training Center provides technical assistance and training in administration and counseling. These curricula have been developed to encourage the effective delivery of services to the substance abusing client. These free courses are available to all personnel involved in local and State programs. Courses are offered on a rotating basis throughout the year. Faculty are chosen from various disciplines. The number of hours required for each course indicates a total number that may be divided into more than one block of time to meet the needs of the participants. Specific course offering dates will be announced in periodic bulletins from the Division of Substance Abuse's Office of Education and Training. The person to contact is Lauranne Howard.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor-Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
The Initial Visit (NCAE)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Services for Alcoholic Women (NCAE)
Supervision (NDACTRD)
Third Party Payments (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

INTRODUCTION TO SUBSTANCE ABUSE SERVICES IN RHODE ISLAND, Parts I, II, and III
Part I of this course is an overview of the services in the State. Part II, Psychopharmacology, compares various drugs of abuse, interaction between alcohol and drugs of abuse, etc. Part III, Alcoholism, describes the nature of alcohol and its effects, the disease of alcoholism, and treatment, among other subjects.

UNDERSTANDING THE TREATMENT ALTERNATIVES TO STREET CRIME PROGRAM AND THE CRIMINAL JUSTICE SYSTEM
Workshop for clinical supervisors, counselors, and other direct service providers. Covered are issues specific to the client in drug counseling who is a criminal offender.

COUNSELING I (SKILLS)
Course designed to introduce the counselor to the basic skills necessary for counseling.

COUNSELING II (SHORT TERM CLIENT SYSTEMS)
Provides participants with additional skills in the areas of empathy, values, attitudes exploration, and problem solving.

COUNSELING II (DEVELOPING THE RELATIONSHIP)
Course designed to help the counselor further develop self-understanding and a variety of skills effective in helping substance abusers, among other topics.

COUNSELING III (INTRODUCTION TO THEORIES)
Designed to help the counselor gain a basic understanding of the major theories and approaches to counseling, and to provide a foundation for further exploration of theoretical issues and considerations in counseling.

Other courses offered include:
THEORIES AND TECHNIQUES OF COUNSELING
GROUP COUNSELING WORKSHOP
FAMILY COUNSELING WORKSHOP
COUNSELING OF WOMEN: NOT FOR WOMEN ONLY
LOSS AND GRIEF AS IT RELATES TO SUBSTANCE ABUSE
VOCATIONAL COUNSELING

South Carolina

Single State Agency

South Carolina Commission on Alcohol and Drug Abuse
3700 Forest Drive
Columbia, South Carolina 29204
(803) 758-2183

State Prevention Coordinator

South Carolina Commission on Alcohol and Drug Abuse
3700 Forest Drive
Columbia, South Carolina 29204
(803) 758-3866

State Training Support Program

South Carolina Commission on Alcohol and Drug Abuse
3700 Forest Drive
Columbia, South Carolina 29204
(803) 758-3537

Functions of the STSP include: to develop a training information system on manpower needs of the alcohol and drug professionals with emphasis on increasing the manpower pool and exploring the need for further development of educational resources; to provide training to adult corrections personnel that promotes interagency cooperation and coordination of alcohol and drug services provided to criminal justice personnel; to examine the issues related to the development of the credentialing reciprocity process throughout the Southeastern United States; the coordination of major conferences, including the South Carolina School of Alcohol and Drug Studies; to provide training opportunities for personnel employed in other local, State, and Federal human service delivery systems that deal with alcohol and/or drug abusers; and to promote increased awareness of alcohol and drug problems among citenzenry of South Carolina. The person to contact is Gene J. Sausser.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Management Skills (NCAE)
Services for Alcoholic Women (NCAE)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

ASSERTIVE TRAINING
This course is designed to provide alcohol and drug personnel with the opportunity to improve their own assertive skills and to apply assertive communication skills to client/counselor situations.

BASIC FAMILY DYNAMICS
This 4-day course looks at family dynamics from a systems perspective. Family communication networks, boundaries, rules, and roles are explored.

STRESS MANAGEMENT
This course is designed to afford alcohol and drug staff the opportunity to assess their psycho-social, bio-ecological, and personality sources of stress and to design a stress management program that is responsive to their individual needs.

ALCOHOL AND DRUG USE: CONCEPTS AND CONTRADICTIONS
This course will provide basic information on the pharmacological effects of drugs and the interaction of alcohol and drugs, and will examine dependency from a physical, psychological, and socio-cultural perspective.

INTERMEDIATE GROUP SKILLS (ANDRAGOGY)
Through the use of adult learning theory, the development, maintenance, and termination of groups will be explored. A problem-finding/problem-solving model (climate setting, mutual planning, assessment of needs, objective setting, design, implementation, and evaluation) will be used to experience various aspects of task and process dynamics within groups.

SOUTH CAROLINA SCHOOL OF ALCOHOL AND DRUG STUDIES
This week-long basic school is designed to meet the needs of professional and nonprofessional people. The program provides the facts necessary to understand the field of substance abuse and to develop and implement strategies for dealing with these problems in the community. Issues and attitudes about alcohol and drug abuse are explored. Graduate, undergraduate, CEU, and teacher recertification credits are available.

SOUTHEASTERN SCHOOL OF ALCOHOL AND DRUG STUDIES, SPONSORED BY THE SOUTHEASTERN CONFERENCE ON ALCOHOL AND DRUG PROGRAMS, INC.
This week-long school will further the knowledge and skills of persons already oriented to alcohol and drug problems and solutions. The experience of exploring ideas and concerns with outstanding personalities through plenary sessions and specialized core courses will deepen personal growth and provide career interaction opportunities.

WORKING CONFERENCE ON ALCOHOL AND DRUG USE AND ABUSE AND THE RELIGIOUS COMMUNITY
This is a working conference on alcohol and drug use and abuse for ministers and lay leaders of all denominations and workers in the alcohol and drug abuse field. It is sponsored by the South Carolina Committee on Pastoral Care in Alcohol and Drug Abuse to promote understanding of the church's prevention and treatment role in alcohol and drug programs.

College/University Courses Offered in the State

South Carolina Commission on Alcohol and Drug Abuse
Institute of Experiential Training
3700 Forest Drive
Columbia, South Carolina 29204
(803) 758-3537

The institute is designed to provide work-related academic training in the field of drug abuse treatment, with special emphasis on upgrading responsibility and salary levels for blacks and women working in the field. Trainees are employed in drug treatment programs or are seeking careers in such programs. The content area emphasized is counseling applied to the treatment of drug abusers. Clinical job skills, academic knowledge, basic writing and reading skills, and self-awareness are taught. Three degree options are associate in arts, bachelor of arts, and master of arts. The program is highly experiential and designed to incorporate work experience, academic training, special projects, and weekend seminars into a quality training program for the preparation and upgrading of drug abuse counselors. The person to contact about courses and their locations is Moses Rabb.

MASTERS OF ARTS DEGREE PROGRAM
This is an external degree offered through the Goodard College Graduate Program. The program is primarily designed for drug abuse workers who have an undergraduate degree and wish to move into higher professional levels of functioning. At the core of the program is the development and completion of an individual plan of study. Students are expected to graduate within a 12- to 24-month period.

Medical University of South Carolina
Department of Psychiatry and Behavioral Sciences
171 Ashley Avenue
Charleston, South Carolina 29403
(803) 792-2851

The Drug Abuse Training Program for Medical Professionals represents integration of a core content of drug abuse material into required basic science and clinical courses and enrichment of the basic curriculum with elective and clerkship experiences designed to provide in-depth training in drug abuse service and research. Program goals are to facilitate enlightened understanding, excellent clinical skills, and willingness to become involved in service, teaching, research, and community management of drug abuse problems among health care professionals, and ultimately to reduce the severity and incidence of drug-related medical and psychosocial complications.

The contact is Patricia B. Sutker.

The courses offered by the program include:
SPECIAL SUMMER ELECTIVE IN ALCOHOL AND DRUG ABUSE
COMMUNITY SERVICE ELECTIVE IN ALCOHOL AND DRUG ABUSE
NURSING ACTION IN REGARD TO SUBSTANCE ABUSE
PSYCHIATRY CORE ROTATION/SUBSTANCE ABUSE
ADVANCED WORKSHOP FOR HEALTH-CARE PROFESSIONALS
RESEARCH ELECTIVE IN ALCOHOL/DRUG ABUSE

South Dakota

Single State Agency

Department of Health
Division of Alcohol and Drug Abuse
Joe Foss Building, Room 119
Pierre, South Dakota 57501-9975
(605) 773-3123

State Prevention Coordinator

Division of Alcohol and Drug Abuse
Joe Foss Building, Room 119
Pierre, South Dakota 57501-9975
(605) 773-3123

State Training Support Program

Division of Alcohol and Drug Abuse
Joe Foss Building, Room 119
Pierre, South Dakota 57501-9975
(605) 773-3123

The STSP is responsible for implementing a comprehensive counseling credentialing mechanism, which will be tied into on-going training and academic programs. The training program of the SSA will be working throughout FY '81 to facilitate a combination with the University of South Dakota's Alcohol and Drug Studies Program. This has been an on-going initiative throughout the last 2 years. It will enable the State to sponsor a great deal more training, will make college credit more readily available, and will enhance participants' chances of receiving a degree in the substance abuse field. The STSP is also responsible for the on-going delivery of NDACTRD and State-developed training.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Basic Substance Abuse Counselor's Training Course (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Introduction to Program Evaluation (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Staff Burnout (NDACTRD)
Third Party Payments (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

NURSES AND LEGAL DRUGS
Course developed by the State to familiarize nurses and other hospital personnel with prescription drugs and their effects on the patient.

COUNSELOR TRAINING: SHORT-TERM CLIENT SYSTEMS
This NDACTRD course was adapted to meet the specific needs of the Native American population in the State. The tape was revised on an Indian reservation to be more authentic to problems often encountered in a rural, Native American environment.

College/University Courses Offered in Conjunction with the STSP

The SSA has combined its training program with the University of South Dakota Alcohol and Drug Studies Program. All of the NDACTRD courses offered by the STSP may be trained through the University for undergraduate credit in Allied Health Sciences.

Tennessee

Single State Agency

Division of Alcohol and Drug Abuse Services
505 Deaderick Street - James K. Polk Building
Nashville, Tennessee 37219
(615) 741-1921

State Prevention Coordinator

Department of Mental Health/Mental Retardation
Division of Alcohol and Drug Abuse Services
505 Deaderick Street - James K. Polk Building
Nashville, Tennessee 37219
(615) 741-4241

State Training Support Program

Department of Mental Health/Mental Retardation
Division of Alcohol and Drug Abuse Services
505 Deaderick Street - James K. Polk Building
Nashville, Tennessee 37219
(615) 741-1921

The State training system for alcohol and drug abuse programs is coordinated by the Single State Authority in conjunction with the State Training Network. Six regional training coordinators are funded to implement the training efforts statewide. The training network is designed to offer skill development for alcohol and substance abuse counselors as well as other interested service providers across the State. National Training System courses, as well as State-developed mini-packages, are offered on a regular basis. Plans include expanding the system to offer training in the areas of prevention as well as specifically designed packages for alcohol and substance abuse program management. For scheduling information, contact Florence Hereford.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
The Initial Visit (NCAE)

Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

College/University Courses Offered in the State

Drugs in Perspective is being offered at Jackson State Community College in Jackson, Tennessee, for 3 credit hours.

Texas

Single State Agency

Drug Abuse Prevention Division
Department of Community Affairs
210 Barton Springs Road
Austin, Texas 78704
(512) 475-6351

State Prevention Coordinator

Community Assistance Branch
P.O. Box 13166
Capitol Station
Austin, Texas 78711
(512) 475-5566

State Training Support Program

Texas Department of Community Affairs
Drug Abuse Prevention Division
210 Barton Springs Road
Austin, Texas 78704
(512) 475-5571

In addition to other STSP functions, the Texas STSP is responsible for delivery of direct training for staff of local programs. It is also responsible for providing technical assistance to programs which need help in training delivery and in specific program areas identified by the program and the program officers from the SSA. The person to contact is Dr. Mary Gay Maxwell.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)

Basic Substance Abuse Counselor's Training Course (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Prevention Program Management (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)

Other Courses Offered by the STSP

SUBSTANCE ABUSE/PROBATION: IDENTIFICATION AND ASSESSMENT
Designed to assist probation officers and drug counselors to identify probationers who might be involved in excessive drug use. Includes information on drug pharmacology, identifying drug-related behaviors, and making appropriate and timely referrals. State-developed.

CULTURAL AWARENESS
Designed to increase the awareness and appreciation of the various ethnic and cultural groups served by the programs in the State of Texas. Based on the idea of increasing cultural understanding by all groups of other groups with whom they associate and live. State-developed.

Other Courses Offered in the State

SouthWest Training Institute
801 North Stanton
2nd Floor
El Paso, Texas 79902

SouthWest Training Institute (SouthWest) is a nonprofit, tax-exempt organization incorporated in the State of Texas and funded under a grant award from NIDA/MNTS. The major focus of SouthWest is to provide avenues for the upward mobility and/ or career development of frontline counselors employed by substance abuse programs through its training program. In addition, SouthWest is funded to upgrade the level of skill development for management staff and/or staff members presently in low-level positions who have the potential of obtaining managerial positions with the proper training. SouthWest's specialized nontraditional training which addresses the areas identified in the Training Needs Assessment has been academically accredited by 29 colleges and universities in 13 States. SouthWest's approach is to design, develop, and implement culturally relevant multidimensional training modules with integrated audiovisual media. SouthWest's nontraditional curriculum has been utilized by some of the colleges/ universities which have awarded academic credit hours in two forms--some schools have integrated SouthWest's training materials into their existing course content or have developed additional substance abuse courses in addition to their own curriculum. In addition to the multi-dimensional modularized instruction that is delivered regionally, SouthWest also designs and develops training packages to be delivered to local social service organizations, educators, and parents. The modularized packages for these populations are also heavily media-oriented, culturally relevant, and bilingual. Local training is also delivered to rural communities, El Paso Community College Human Services students, and the University School of Nursing. For additional information, contact Arturo Franco, Executive Director.

FRONTLINE COUNSELOR PROGRAM
The program is specifically designed to afford counselors the necessary skills and knowledge for upward career mobility, to assist them in meeting their State's certification standards, and to orient them to an academic environment so they can further pursue their education.

MANAGEMENT AND SUPERVISION
The Management and Supervision curriculum is designed and geared toward members of the Chicano population who have the potential to fill higher positions, but have become stagnant due to a lack of managerial skills. SouthWest is entering the 2nd year of training on this particular grant, which consists of centralizing personnel who are employed by substance abuse programs three times per year.

Utah

Single State Agency

Division of Alcoholism and Drugs
150 West North Temple
Salt Lake City, Utah 84110
(801) 533-6532

State Prevention Coordinator

Division of Alcoholism and Drugs
150 West North Temple
Salt Lake City, Utah 84110
(802) 533-6532

State Training Support Program

Division of Alcoholism and Drugs
150 West North Temple
Salt Lake City, Utah 84103
(801) 533-6532

The division offers training programs in accordance with the results of training needs assessments, the State Drug Plan, and the local councils. The State division training staff works with local community councils, urban communities, and organizations to identify target groups, establish training objectives, and design programs and their delivery. Consultants for workshops are drawn from local communities, State programs, and out of State. Funding includes Federal, State, and local sources. Length of sessions varies from 2 to 5 days. The person to contact about courses and their locations is Rod Gwaltney.

NDACTRD/NCAE Courses Offered by the STSP

Basic Management Skills, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Group Skills for Alcoholism Counselors (NCAE)
Services for Alcoholic Women (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

CLIENT MANAGEMENT
Three-day course focusing on recordkeeping, case histories, interviewing techniques, and rationale and design for keeping accurate client files as part of the therapeutic process. State-developed.

EVALUATION WORKSHOP
Two-day course developed by the State. The objective of this course is to provide trainees with the skills necessary to develop outcome-oriented POME statements. The training is designed to establish a measurement system for persons submitting proposals to the the State Division.

GROUP THERAPY
Five-day, State-developed program which concentrates on stages of group development, establishing a contract with the group, screening and formation, leadership issues, fight, flight, dependence boundaries, what to look for in groups, and issues of termination.

FAMILY THERAPY
Five-day, State-developed course offering trainees an opportunity to look at the various dynamics involved in doing family therapy.

HUMAN SEXUALITY/TREATING SEXUAL DYSFUNCTION
Five-day, State-developed course. The first 3 days involve developing an awareness of various issues relating to human sexuality. The last 2 days cover therapeutic techniques in working with sexually dysfunctional clients.

College/University Courses Offered in Conjunction with the STSP

University of Utah
Salt Lake City

SUBSTANCE ABUSE INFORMATION FOR PHYSICIANS
This course focuses on the identification of alcohol abuse and alcoholism, and looks at the utilization of other professionals in the medical field, such as nurse practitioners and primary care providers. The training is targeted at physicians statewide.

BASIC DRUG ABUSE AND ALCOHOL INFORMATION FOR NURSE PRACTITIONERS
This course is designed to give nurse practitioners additional information and skills to better handle substance abuse situations, specifically in rural areas. It is part of the normal School of Nursing curriculum.

Vermont

Single State Agency

Alcohol and Drug Abuse Division
Agency of Human Services
103 South Main Street
Waterbury, Vermont 05676
(802) 241-2170

State Prevention Coordinator

Alcohol and Drug Abuse Division
103 South Main Street
Waterbury, Vermont 05676
(802) 241-2170

State Training Support Program

Department of Social and Rehabilitation Services Training Unit
103 South Main Street
Waterbury, Vermont 05676
(802) 241-2129

Vermont's STSP is responsible for coordinating all training functions for alcohol and drug personnel, both within ADAD, the Vermont Alcohol and Drug Abuse Division, and all other private alcohol and drug treatment providers in the State. The program is integrated into NIAAA's State Manpower Development Program. The STSP serves within the SMDP strategic planning group to help decide manpower strategies which may include training. The STSP is also part of an integrated Personnel and Training Division for the Department of Social and Rehabilitation Services. The STSP liaison works cooperatively with training coordinators for the other major divisions within SRS to deliver generic departmental training and is supported in the delivery of specific alcohol and drug training by the other staff within the SRS Division of Personnel and Training. It also maintains linkages with the pool of other human services trainers through membership in the Vermont Interagency Training Committee and access to the educational community through the University of Vermont Educational Coordinator. Contact Marcia Molde.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Drug and Alcohol Abuse Patient Records, (NDACTRD)
Counseling the Alcoholic Client (NCAE)
Drugs in Perspective (NDACTRD)
The Initial Visit (NCAE)
Services for Alcoholic Women (NCAE)
Staff Burnout (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

ADOLESCENT ISSUES
A 3-day State modification of "Adolescence: Intervention Strategies," designed to give participants an overview of adolescent development and an opportunity to integrate the use of new concepts with current cases involving adolescents.

PROFESSIONAL BURNOUT
A 1-day workshop to help participants identify symptoms of burnout in themselves and begin to plan strategies to deal with preventing or alleviating burnout. Modification of a design supplied by Jennifer Caputo and Dr. Leroy Spaniol.

HUMAN RELATIONS FOR SECRETARIES
State-developed, 1-day workshop to improve human relations skills involved in spoken interactions for clerical and secretarial staff in human services agencies.

Other courses offered include:
SRS ORIENTATION
PREVENTION SKILLS
COUNSELOR AND COMMUNICATION EFFECTIVENESS WORKSHOP

Virgin Islands

Single State Agency

Division of Mental Health, Alcoholism, and Drug Dependency
P.O. Box 7309
St. Thomas, Virgin Islands 00801
(809) 774-7265

State Prevention Coordinator

Division of Mental Health, Alcoholism, and Drug Dependency
Christiansted
P.O. Box 520
St. Croix, Virgin Islands 00820
(809) 773-5150

State Training Support Program

Division of Mental Health, Alcoholism, and Drug Dependency
Bureau of Substance Abuse
P.O. Box 7309
St. Thomas, Virgin Islands 00801
(809) 774-7265

The Department of Health is the Single State Agency for Mental Health, Alcoholism, and Drug Dependency in the Virgin Islands. The Division of Mental Health, Alcoholism, and Drug Dependency is the designated operating agency for mental health, alcoholism, and drug dependency programs and by local law is mandated to administer to the therapeutic and rehabilitative needs of the mentally ill and the substance abuser. Treatment and followup services are provided through a Community Health Center and a Comprehensive Substance (drug and alcohol) Abuse Program on the island of St. Thomas, and a community Mental Health Center and a Comprehensive Substance Abuse Program on the island of St. Croix.

The Virgin Islands STSP functions within the Manpower Development and Training Unit. Its mission is to provide and coordinate manpower development and training activities for departmental staff and employees within other local human service agencies. Specifically, the overall intent of the STSP is to develop, implement, and evaluate a comprehensive training plan for drug abuse and other human service providers. During FY 1980-81, the proposed scope of work will include an increase in efforts expended on NIDA/NTS elements. The person to contact is Debra Gittens.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)

Drugs in Perspective (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
An Ounce of Prevention (NCAE)
Reflections in a Glass (NCAE)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)

Other Courses Offered by the STSP

PROBLEM-ORIENTED RECORD KEEPING SYSTEM
Course developed by Dr. Chester Copeman, former Director of the Division of Mental Health, and William Schultz, Management Systems Program Chief. The course focuses on training staff in client record keeping, assessment interviewing, treatment planning, and use of the functional analysis of behavior.

Virginia

Single State Agency

Virginia Department of Mental Health and Mental Retardation
P.O. Box 1797
Richmond, Virginia 23214
(804) 786-5313

State Prevention Coordinator

Virginia Department of Mental Health and Mental Retardation
Division of Technical Services
Office of Prevention
P.O. Box 1797, Richmond, Virginia 23214
(804) 786-1524

State Training Support Program

Virginia Department of Mental Health and Mental Retardation
Division of Technical Services
Office of Staff Development and Training
P.O. Box 1797, Richmond, Virginia 23214
(804) 786-5313

The Division of Substance Abuse training program follows the NIDA-STSP six-element guidelines as strategies. Training programs are designed on the basis of agency/staff needs, and delivered directly, through the Regional Support Center (RSC) and State trainers, to program staff regionally or statewide. A delivery network is being established, made up of training staff in local programs in community mental health or substance abuse service centers, and in some areas, faculty or facilities at local academic institutions. This approach, combining RSC and State-developed training capability, involves supervisory staff who are aware of training programs for their staff, can provide on-the-job assistance with support from regional coordinators, and can reinforce training and provide ongoing evaluation. A resource bank of qualified trainer consultants, specialists, agencies, centers, and academic programs is being compiled to support and extend this delivery network and develop effective evaluation measures, correlated appropriately with State Counselor Certification requirements currently being formulated. The person to contact is Harriette Cooke.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
The Community Health Nurse and Alcohol-Related Problems (NCAE)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Since You Care (NDACTRD)
Training Alcoholism Trainers (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)
You, Youth, and Prevention (NCAE)

College/University Courses Offered in Conjunction with the STSP

Virginia Commonwealth University
Alcohol Drug Education/Rehabilitation Program
DRUGS IN PERSPECTIVE

Old Dominion University
COUNSELOR TRAINING: SHORT-TERM CLIENT SYSTEMS

Washington

Single State Agency

Department of Social and Health Services
Office of Drug Abuse Prevention
OB-44W
Olympia, Washington 98504
(206) 753-5866

State Prevention Coordinator

Bureau of Alcohol and Substance Abuse
Department of Social and Health Services
OB-44W
Olympia, Washington 98504
(206) 753-3206

State Training Support Program

Bureau of Alcohol and Substance Abuse
Department of Social and Health Services
Office of Drug Abuse Prevention
OB-44W
Olympia, Washington 98504
(206) 753-3204

The Office of Drug Abuse Prevention (ODAP) is the single state drug abuse authority within the State of Washington. The office is housed within the State Department of Social and Health Services. ODAP has assumed responsibility for developing a training system for all drug abuse workers in the State. The training system includes a training/technical assistance mechanism to provide support to drug treatment agencies and county coordinators in ameliorating cited program deficiencies. The system includes the following elements: an annual training needs assessment, an annual training resource identification, including publication of the document "Resources for Drug Abuse Workers in Washington State," establishing training priorities, a trainer development process in training priority areas for selected substance abuse workers, an evaluation and validation process for all courses delivered, and ongoing support for development of a credentialing system for drug abuse workers. A new thrust for this fiscal year will be the development of several new courses that fill gaps indicated by needs assessment data. The person to contact is Rose SooHoo.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Community-Based Prevention Specialist (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Group Facilitator Training Package (NDACTRD)

Group Skills for Alcoholism Counselors (NCAE)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention: Working with Schools (NDACTRD)
Since You Care (NDACTRD)
Supervision (NDACTRD)
Training of Trainers (NDACTRD)

West Virginia

Single State Agency

Department of Health
Alcohol and Drug Abuse Program
State Capitol
Charleston, West Virginia 25305
(304) 348-2276

State Prevention Coordinator

Department of Health
Alcoholism and Drug Abuse Program
State Capitol
Charleston, West Virginia 25305
(304) 348-2276

State Training Support Program

Department of Health
Division of Behavioral Health Services
Alcoholism and Drug Abuse Program
State Capitol
Charleston, West Virginia 25305
(304) 348-2276

The West Virginia STSP coordinates an annual school on alcohol and drug abuse studies; provides trainer development opportunities to appropriate mental health center staff; provides training and technical assistance to private programs servicing substance abuse clients; coordinates statewide driving-under-the-influence-of-alcohol and drug counter measures programs; and monitors and consults with programs holding contracts with the Division of Behavioral Health Services, among its other functions. The person to contact is Jack Clohan.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Communication and Parenting Skills (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)

The person to contact about courses and locations is Lowell Jenkins.

NDACTRD/NCAE Courses Offered by the STSP

Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills, Revised (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counseling Alcoholic Clients (NCAE)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Group Facilitator Training Package (NDACTRD)
Group Skills for Alcoholism Counselors (NCAE)
The Initial Visit (NCAE)
Justice-Treatment Interface (NDACTRD)
Prevention: A Course for Local Program Survival (NDACTRD)
Prevention Program Management (NDACTRD)
Reflections in a Glass (NCAE)
Services for Alcoholic Women (NCAE)
Training of Trainers (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

CHAPTER 193 TRAINING PACKAGE
This course focuses on interviewing skills and assessing people who are arrested DWI, utilizing the State assessment tools. It was developed by the Wisconsin Bureau of Alcohol and Other Drug Abuse.

Other Resources in the State

Wisconsin Clearinghouse for Alcohol and Other Drug Information/University of Wisconsin Hospital and Clinics
1952 East Washington Avenue
Madison, Wisconsin 53704
(608) 263-2797

The clearinghouse, a statewide and national publications agency, offers services to councils, public schools, criminal justice personnel, all groups working in the chemical abuse field, and the public at large. The aims of the clearinghouse are to prevent chemical abuse through information and education; to gather and evaluate materials already in use; to create new ones to fill the unmet needs of particular groups; to provide training, information dissemination, ideas, and technical assistance in the use and evaluation of materials to professionals in the area of alcohol and other drug abuse; and primary prevention.

- Planning Alcoholism Services (NCAE)
- Prevention: Working with Schools (NDACTRD)
- Reflections in a Glass (NCAE)
- Staff Burnout (NDACTRD)
- Training of Trainers (NDACTRD)
- Women in Treatment (NDACTRD)
- You, Youth, and Prevention (NCAE)

Other Courses Offered by the STSP

SOCIAL SEMINAR: HUMAN RELATIONS TRAINING
Four-week course focusing on communications and interaction skills.

DUI ALCOHOL AND DRUG COUNTER MEASURES INSTRUCTOR TRAINING COURSE
Three-day course developed by the West Virginia SSA and the National Safety Council. The course focuses on skills needed for training and administering local DUI programs.

Wisconsin

Single State Agency

Bureau of Alcohol and Other Drug Abuse
1 West Wilson Street
Madison, Wisconsin 53702
(608) 266-2717

State Prevention Coordinator

Bureau of Alcohol and Other Drug Abuse
Division of Community Services
1 West Wilson Street
Madison, Wisconsin 53702
(608) 266-8560

State Training Support Program

Bureau of Alcohol and Other Drug Abuse
Division of Community Services
Department of Health and Social Services
1 West Wilson Street
Madison, Wisconsin 53702
(608) 267-7306

The Bureau of Alcohol and Other Drug Abuse serves as the focal point for Wisconsin's alcohol and other drug abuse programs and performs the delegated functions of the Single State Agency. The bureau's training liaision specialist serves as liaison to the State Training Support Program, providing overall coordination, long-range planning, accountability, and liaison for all elements of Wisconsin's alcohol and other drug abuse training systems.

Wyoming

Single State Agency

Office of Substance Abuse
Division of Community Programs
Hathaway Building, Room 451
Cheyenne, Wyoming 82002
(307) 777-7115

State Prevention Coordinator

Office of Substance Abuse
Hathaway Building
Cheyenne, Wyoming 82002
(307) 777-7115

State Training Support Program

Office of Substance Abuse
Division of Community Programs
Hathaway Building
Cheyenne, Wyoming 82002
(307) 777-7710

The State Training Support Program is the primary behavioral health training effort in Wyoming. The Office of Substance Abuse sponsors, coordinates, and delivers, either directly or contractually, all drug/alcohol-related training in the State. The person to contact about courses and locations is Gary Twitchell.

NDACTRD/NCAE Courses Offered by the STSP

Adolescence: Intervention Strategies (NDACTRD)
Assessment Interviewing for Treatment Planning (NDACTRD)
Basic Management Skills (NDACTRD)
Community-Based Prevention Specialist, Revised (NDACTRD)
Confidentiality of Alcohol and Drug Abuse Patient Records, Revised (NDACTRD)
Counselor Training: Short-Term Client Systems (NDACTRD)
Drugs in Perspective (NDACTRD)
Facts About Drug Abuse (NDACTRD)
Fundamentals of Program Evaluation (NDACTRD)
Group Facilitator Training Package (NDACTRD)
The Initial Visit (NCAE)
Introduction to Program Evaluation (NDACTRD)
An Ounce of Prevention (NCAE)
Staff Burnout (NDACTRD)
Vocational Rehabilitation in the Treatment Setting (NDACTRD)
Women in Treatment (NDACTRD)
Women in Treatment II (NDACTRD)

Other Courses Offered by the STSP

LEARNING ABOUT ME
State-developed course. A K-12th grade affective education course designed for teachers and teacher trainers.

The course descriptions on the following pages provide generalized statements of goals and content for courses prepared at the National Drug Abuse Center for Training and Resource Development and the National Center for Alcohol Education. The NDACTRD courses are made available by the Regional Support Centers. The Centers will assist particular States in adapting or modifying these courses to meet the specialized needs of trainees.

The descriptions are therefore nonspecific and subject to minor changes in thrust and scope. For detailed program content, write the National Drug Abuse Center for Training and Resource Development, 5530 Wisconsin Avenue, N.W., Washington, D.C. 20015.

Most NDACTRD courses consist of a trainer manual, trainee manual, related readings, and audiovisual materials. They are available from the National Drug Abuse Center for Training and Resource Development's Materials Distribution Center, P.O. Box 5352, 12112 Nebel Street, Rockville, Maryland 20852, (301) 654-3582.

The NCAE courses are available from the National Center for Alcohol Education at 1601 North Kent Street, Arlington, Virginia 22209, (703) 527-5757.

Adolescence: Intervention Strategies (NDACTRD)

Purpose: This course is designed to provide participants with a basic understanding of adolescent development (ages 12 to 18), and with the skills and knowledge necessary, from an interpersonal standpoint, to deliver high quality services when working with youth. This course does not include information about specific types of youth programs or about developing a broad agency approach to youth.

This course is basic to individuals wishing to increase their understanding of adolescents, their perspective on youth, and their own self-awareness. This is a prerequisite to developing youth programs.

Goals: The course is intended to train youth workers in:

- Developing a basic framework for understanding adolescence, including its developmental tasks and themes;
- Developing a perspective on adolescents that encompasses an expanded group of behaviors in the "normative" ranges, while respecting the uniqueness of each individual;
- Making intervention decisions that are responsive to the developmental tasks of adolescence and that integrate relevant biological, psychological, and sociological influences;
- Understanding the impact of labeling and stereotyping on interacting with youth;
- Increasing self-awareness and appreciation of the impact of one's own adolescent experience, values, and attitudes when working with youth;
- Developing a conscious process and acquiring increased skills in making

intervention decisions with adolescents; and

- Conceptualizing prevention and intervention issues in terms of facilitating the growth and development of the whole person, as opposed to responding only to "problems" such as drug abuse.

Training Population: Persons who have direct contact with youth on an individual or group basis in a service capacity are ideal participants for this course. Examples are school personnel; scout leaders; community-based program staff; church youth workers; and alternative program, outreach, criminal justice, and mental health workers.

The course is not for administrators, community organizers, or program planners, unless these persons wish to explore the course content areas.

Course Content: The four major content areas covered in the course are:

- Themes of Adolescence--biological, psychological, sociological influences; perspectives on developmental tasks; and the behavioral expression of these themes;

- Self-Understanding--exploration of the importance of the values and experiences of the youth worker on the relationship, including stereotyping and labeling;

- Prototype of Decisionmaking--necessary steps for making intervention decisions;

- Case Studies--examples of "real" cases and discussion of alternative ways to approach working with the youth described; personal assessment of specific areas for further study or training to increase skills in working with youth.

Methodology: The course involves small group and individual exercises, lectures and discussions, and case studies.

Course Materials: This includes a trainer's manual, a participant's manual, including a personal course record and resources, and the film, "Everybody Rides the Carousel."

Trainer Requirements: As a group, the AIS training team should have the characteristics listed below. Each member need not have all characteristics, but all members should exhibit the first two characteristics.

- At least 2 years of experience in group dynamics and task-oriented training;

- A personal investment in helping youth workers improve their skills and self-understanding;

- Experience working with youth in prevention or mental health settings, and sensitivity to current issues in working with youth;

- Knowledge of developmental theory and adolescent development;

- The ability to conduct an assessment of a training population and design and to conduct an original 3-hour module appropriate to the needs of that population.

Time Requirements: The course may be delivered in 5 consecutive days or module-by-module over an extended period of time. The course consists of eight modules. Modules I, II, III, IV, VII, and VIII are each approximately 3½ hours in length. Modules V and VI are each approximately 7 hours in length.

Alcohol, Drug, and Related Mental Health Problems (NCAE)

Purpose: This workshop curriculum is designed to enable primary health care providers (physicians, physician assistants, and nurse practitioners) to more effectively address the needs of patients with alcohol, drug, and related mental health problems.

Goals: This workshop curriculum is designed to help participants:

- Examine and explore the nature and interrelationships of alcohol, drug, and related mental health problems from the medical, social, and cultural perspectives;
- Identify the primary care provider's opportunities to intervene successfully;
- Review interview techniques and diagnostic tools;
- Review motivational techniques based on the individual patient's needs and realistic expectations of treatment success;
- Consider possible changes in individual treatment style or in the practice setting that may be required to treat the problems under discussion more effectively; and
- Develop an awareness of additional continuing-education needs and resources.

Training Population: This package is intended for primary health care providers--specifically, physicians, physician assistants, and nurse practitioners.

Course Content: This package consists of the following sessions:

- Workshop Orientation/ Overview
- The Recognition Problem
- Patient Motivation
- Patient Interviewing
- Management Options
- Community Resource Panel and Workshop Wrap-up.

Methodology: Course methodology includes faculty-led large group discussion, lectures, case discussions, question and answer periods, small group reports, faculty-participant forums, videotape demonstrations, and panel discussions.

Course Materials: Course materials include a pilot curriculum for primary care providers, videotapes, and final report (which is optional for course delivery).

Time Requirements: The length of training time for this workshop curriculum is 2 days.

Trainer Requirements: Four faculty members for the pilot workshop should be selected not only for their specific professional experience--including service in inpatient and outpatient mental health, drug, and alcoholism treatment facilities--but also as representatives of the three target provider populations (physicians, physician assistants, and nurse practitioners) and of urban and rural areas.

Evaluation: The workshop curriculum has a pre-workshop assessment and post-workshop assessment.

Assessment Interviewing for Treatment Planning (NDACTRD)

Purpose: This course is designed to train counselors in the use of a focused, well-organized interview that will facilitate gathering the information needed to develop each client's individualized treatment plan.

Goals: The course is designed to train counselors to:

- Understand and value the relevance of assessment interviewing to the process of individualized treatment planning;
- Acquire counseling skills in the area of focused interviewing;
- Interview clients regarding their readiness for treatment, their interpersonal relationships with others, their rationality, and the personal resources they bring to the treatment process;
- Make gross clinical judgments of clients who may need additional psychiatric or other referral services;
- Organize the information obtained from the interview in a meaningful manner so that the counselor may present the information to treatment planning boards or mental health consultants;
- Understand and conceptualize treatment as a dynamic process; and
- Assist in the development of treatment plans.

Training Population: The course is intended for counselors who are involved in the treatment process, who participate in treatment planning as members of a treatment team, and who need to develop skills specified in the course objectives. There are no minimum skill requirements. The conducting of small group exercises is facilitated if there are six participants per group. The optimal number of trainees is 18.

Course Content: The course is divided into six major subject areas with subdivisions as indicated below.

1. Assessment Interviewing Guide (AIG)--This component provides for all other learning activities in the course. It focuses on four areas that give the counselor the information needed to make an adequate assessment of the client's needs. In addition, it presents guidelines for assessing the client's strengths and weaknesses that may either inhibit or enhance the treatment process. Presentations in this content area alternate with interviewing skills practice. The four content areas are listed below.
    a. "Readiness" explores the reasons clients seek treatment, their expectations on entering treatment, and how their readiness relates to treatment recommendations.
    b. "Relationships" considers the client's relationships with individuals and groups and the implications these relationships have for treatment.
    c. "Rationality" takes into account the client's mental status in an effort to uncover information on which gross judgments can be made regarding psychopathology, suicide potential, and the potential for violence.
    d. "Resources" treats the client's strengths and assets as a basis for planning treatment.
2. Interviewing Skills--This section offers the counselor instruction and practice in the specialized requirements of interviewing and is interwoven with the Assessment Interviewing Guide. The rationale for the AIG is followed by interviewing skills practice.
3. The Case History--The third component of the curriculum deals with organizing and

recording information gained in the assessment interview.

4. Treatment Planning--This component focuses on the organization and development of a treatment plan based on the information obtained during the assessment interview.

5. Confidentiality--Legal, ethical, and therapeutic issues implicit in assessment interviewing are discussed in this section.

6. Psychometric Testing--This last section gives an overview of vocational, personality, and intelligence tests that the counselor may need to understand to obtain additional assessment information.

Methodology: The course combines independent study with lectures, taped video demonstrations, interviewing simulations, and small and large group discussions.

Course Materials: The course materials for participants include a trainer's manual and a handbook with exercises and reading materials. In addition, the trainer's manual contains handouts for participants. A videotape (or audiotape) that demonstrates interviewing skills is provided. A videotape machine and monitor are required.

Space Requirements: The course requires a large group meeting room and a small breakout room for each group of six participants.

Evaluation: Participants will be expected to take part in a pre-test, a post-test, a final evaluation of the training event, and a long term followup study.

Basic Management Skills, Revised (NDACTRD)

Purpose: The purpose of the Basic Management Skills (Revised) course is to identify those management skills that appear to be most effective in managing drug abuse treatment and rehabilitation programs; to describe the current state of knowledge about managing drug abuse treatment and rehabilitation programs; and to provide structured experiences for trainees to improve their skills in managing drug abuse treatment and rehabilitation programs.

Goals: The goals of the course are to help participants to:

- Become familiar with management capabilities and the functions of management in relation to the provision of treatment services;
- Become aware of certain management behaviors that derive from adhering to or believing in specific management theories;
- Define management within the context of a system;
- Become aware of the need for and process of planning in relation to managing a drug abuse treatment and rehabilitation program;
- Write specific program objectives;
- Recognize how decision-making affects the management and operational aspects of a drug abuse treatment and rehabilitation program;
- Become familiar with various styles of behavior in conflict situations, to identify personal styles of behavior in conflict situations, and to experience an effective conflict management behavioral style;
- Become familiar with personnel issues that influence a worker's attitude toward management; and

- Develop initial plans to improve aspects of their individual programs.

Training Population: This course is designed to train upper, middle, and lower levels of managers of drug abuse treatment and rehabilitation programs. The optimum training group size is 20 persons.

Course Content: The course content provides information on the following topics:

- Management functions;
- Management theories;
- Management systems;
- The planning process;
- Decisionmaking;
- Conflict management;
- Issues relating to personnel, including performance appraisals; and
- Action plans.

Methodology: The course contains a combination of lectures, individual and group exercises, guided group discussions, and individual reading assignments.

Trainer Requirements: Trainers should be experienced in both group dynamics and task-oriented training. There should be 1 trainer per 10 trainees.

Course Materials: Course materials include a participant manual and a trainer's manual.

Time Requirements: The complete course consists of 10 modules, each approximately 3½ hours long. The total training time is 33½ hours. The course may be delivered in two module segments over an extended period of time or be incorporated into a credentialing program.

Evaluation: The course has a pre-test and a post-test.

Basic Substance Abuse Counselor's Training Course (NDACTRD)

Purpose: The course is designed to provide counselors with an opportunity to identify and assess the individual attitudes, values, and behaviors which they bring to the counseling situation. The course provides a variety of self-assessment and practicum experiences.

Goals: The course places substance abuse counseling in an operational perspective so the counselor is able to:

- Recognize his/her own attitudes and values which may influence counseling outcomes;
- Understand more fully the attitudes and values of others;
- Understand principles of behavior change in the counseling situation; and
- Apply him/herself more fully as a counseling resource.

Training Population: This course was originally conceived for paraprofessionals in front line counseling positions and those who have had little or no formal academic training. Experience has shown that the course can be profitably adapted for professional audiences as well. It should be noted, however, that homogeneous groups are far easier to train than heterogeneous groups.

Course Content: Each participant is asked to present six aspects of his/her personal life which have relevance to counseling and to explore these areas within a therapeutic setting. Principles of behavior change through counseling. These principles are introduced, and through a variety of laboratory experiences, the participants learn to identify and apply these principles in individual counseling. The course is organized into nine units.

- Introduction and Assessment provides initial development of the training community, assists with the leveling process, and encourages participants to publish and assess training needs and expectations.

- The Whole Self presents a view of man as a spiritual, psychological, and physical being, and contrasts Eastern and Western philosophies of being.

- Free Theatre continues the leveling and community building activities by providing an experience in risk-taking. Participants are introduced to free theatre and nonverbally act out different emotions and states of being.

- Somatic Awareness is a daily exploration of body processes, including cleansing, centering, energy force fields, and flow and relaxation. Elements of yoga, meditation, and neo-Reichian techniques are introduced.

- Sociological Imprints explores imprints resulting from differentials in gender, racial-ethnic backgrounds, age sets, socioeconomic status, and other lifestyle variations. Values and perceptions resulting from these experience bases are surfaced and explored with respect to their potential influences on counseling relationships.

- Principles of Behavior Change in Counseling Situations presents and examines seven principles through which behavior changes. The sequential nature of these principles is explored and their value in problem solving is established. The work of major therapists is examined in light of these principles in order to demonstrate how different approaches to therapy respond, in fact, to these same principles.

- The Six Selves is a self-awareness learning experience designed to allow each participant to analyze the six-fold nature of his/her makeup. Emphasis is put on relating the various aspects of self to one's total makeup and applying it in the counseling relationship.

- Counseling Practicum provides participants with a mutual work experience on personal growth need surfaced by earlier modules. Participants receive feedback from fellow participants and trainers with respect to their counseling styles and integration principles.

- Cognitive and Affective Closure provides participants with an opportunity to: (1) synthesize their learnings from this unit's experience, (2) make generalizations about these learnings for implementation back in their home work situations and personal life, (3) begin the transition from Unit B to Unit C, and (4) close personal agendas with other members of the training community.

Time Requirements: The length of the course is 5 days.

Source: This course was submitted to NDACTRD for publication by the Education and Training Branch, Division of Addiction Services, Indiana Department of Mental Health.

Community-Based Prevention Specialist, Revised (NDACTRD)

Purpose: In the light of documented needs for community-based prevention programing, this course has been designed to assist participants in defining the role of programs, in analyzing their role, and in gaining information and skills basic to the successful implementation of strategies to prevent substance abuse in their community.

Goals: This course will assist participants in:

- Defining substance abuse and substance abuse prevention activities;
- Defining their role as prevention specialists, identifying forces helping and hindering their performance, and developing plans to enhance their effectiveness;
- Increasing their knowledge of available prevention program strategies, resources, program initiation strategies, and evaluation design alternatives;
- Increasing their capacity to accurately assess the needs of their communities with regard to substance abuse prevention programing; and
- Designing an action plan based on their own analysis of local needs and resources.

Training Population: The course is for community-based agency personnel who are designated as the substance abuse prevention specialist or coordinator in their agencies. Because the course focuses on developing an individual action plan for prevention programing, personnel whose duties do not include a significant responsibility for prevention services are inappropriate as participants.

Course Content: This course consists of the following nine modules:

- Introduction and Overview
- Perspectives on Prevention
- Current Prevention Strategies
- Knowing Your Community
- Beginning the Planning Process
- Developing Community Support for Prevention
- Getting the News Out
- Networking and Resource Building
- Preventing Burnout

Methodology: This involves a pretest, lectures, simulations, task group exercises, guided group discussions, team planning, role play, individual reading assignments, and a post-test.

Course Materials: This includes a trainer manual and a participant manual.

Time Requirements: The length of training time is 5 days.

Trainer Requirements: With a maximum participant population of 18 to 20, the training team should consist of three group facilitators (a ratio of 1:16). At least one trainer should be a content expert. It also is helpful if one facilitator is from the prevention field of the State where training is delivered.

The Community Health Nurse and Alcohol-Related Problems (NCAE)

Purpose: This course is designed to provide community health nurses with an opportunity to:

- Learn how to extend their existing knowledge and skills to the care of people with alcohol-related problems; and
- Acquire new knowledge and skills necessary for early identification and referral and for routine implementation of primary prevention activities.

Training Population: This program is designed for community health nurses in a variety of settings--that is, homes, schools, physicians' offices, industry, and outpatient units. It is intended for community health nurses who encounter people with alcohol-related problems in their day-to-day practice, who are looking for more effective ways to help these people, and who have had little or no previous formal preparation in early identification, referral, and primary prevention of alcohol-related problems.

Course activities are designed for optimum use by 1 instructor and about 20 participants.

Course Content: Both the Guide and the Book of Readings are arranged in the following six parts according to the major content areas:

- Alcohol-Related Problems; A Perspective--This area addresses the issue of alcohol-related problems, including alcoholism, as a public health problem of major proportions; discusses the manifestations of this problem in society and in the individual, and examines the role of the community health nurse in dealing with alcohol-related problems.
- Effect of Attitudes on Delivery of Health Care--The community health nurse has developed attitudes towards drinking, problem drinking, and alcoholism not only as a member of society at large, but as a health care professional. This area explores these attitudes and their impact on the care of alcoholic individuals, with particular emphasis on the nurses' personal attitudes.
- Assessment and Identification of the Problem--This area covers techniques for incorporating assessment of drinking behavior into routine patient assessment and when, where, and how to determine the exact nature and extent of an existing problem.
- Guidance and Referral to Persons with Alcohol-Related Problems--Helping a person with alcohol-related problems recognize the need for treatment, and getting him or her to the appropriate resource are dealt with under this heading.
- Support for the Family of the Person with Alcohol-Related Problems--Alcoholism as it affects family members, and how the nurse can provide them with information, guidance, and referral, are discussed here, along with community resources specific to family needs.
- The Community Health Nurse as an Agent in Primary Prevention--Examined here are the facts and strategies useful to prevention of alcohol-related problems in the various settings where community health nurses practice: home, school, physician's office, outpatient clinic, and industry.

Course Materials:

- The Instructor's Curriculum Planning Guide provides instructional objectives, related learning activities, and additional resources to aid in planning, conducting, and evaluating continuing education courses.

- A Book of Readings contains essential subject matter for instructors and participants as well as materials and resource lists to aid in patient education, an alcohol-drug interaction chart, and alcohol-related professional organizations and publications.

Course Delivery: In order to ensure as wide a usage of the program as possible, the materials are designed to be used by anyone qualified as a continuing education instructor. Activity guides, handouts, and ample reference lists in the Guide, as well as the chapters in the participant Handbook, will provide the instructor with adequate resources for content preparation.

Time Requirements: Depending on the number and length of the activities the instructor selects, the course can range from 18 to 38 hours. Variation is also possible in the timing of course presentation. For example, the course may be given on 3 consecutive days, on 1 day of each of 3 consecutive weekends, or one 3-hour session per week over 6 weeks. The schedule selected will depend on the sponsoring agency's policies, the needs of participants, and local factors.

Course Development: A number of nurse educators, practitioners, and others prominent in the alcohol field have contributed to the development of the course. Nurse consultants drafted the Handbook chapters, and both Guide and Handbook were submitted to a six-person panel for review of content accuracy and relevance. The final step in the development process was a workshop for 12 continuing education instructors who offered their reactions to the usability of the materials for course planning and delivery.

Confidentiality of Alcohol and Drug Abuse Patient Records (NDACTRD)

Purpose: This course is designed to familiarize participants with the 1975 Federal Regulations and Confidentiality of Alcohol and Drug Abuse Patient Records.

Goals: This course is designed to help participants:

- Demonstrate an understanding of Federal Law Title 42 Code of Federal Regulations Part 2 by adhering to appropriate Federal laws and regulations and interpreting them correctly with minimal expert assistance;
- Describe areas of the law where there is flexibility in interpreting and applying them;
- Articulate accurate information about relevant State laws that pertain to confidentiality of alcohol and drug abuse patient records;
- Make informed decisions about releasing and limiting the release of confidential client information, and support those decisions by reference to appropriate Federal and State laws;
- Identify and describe several examples of recordkeeping systems that protect the confidentiality of client information; and
- Identify (orally or in writing) the important ethical considerations involved in protecting a client's right to privacy.

Training Population: This course is aimed at those persons responsible for the administrative, legal, and supervisory role of securing confidentiality policies and procedures; and those persons who apply the daily practical aspects of confidentiality laws and regulations (e.g., counselors, medical records technicians, criminal justice and prevention personnel, health and hospital workers).

Course Content: The course examines Part 2 of Title 42 of the 1975 Federal regulations governing the confidentiality of alcohol and drug abuse patient records.

Content consists of the following 13 sessions:

- Pretest
- Subpart A--Introductory Statement--Rules 2.1-2.7
- Subpart B--General Provisions--Rules 2.11-2.15
- State Laws--Rule 2.23
- General Provisions--Rules 2.16-2.24
- Subpart C--Disclosures With Patient Consent
- Rules 2.33-2.40
- Feedback on Exercise III
- Subpart D--Disclosures Without Patient Consent--Rules 2.51-2.45
- Rules 2.55-2.56
- Subpart E--Court Orders
- Issues in Confidentiality
- Post-test and Closing Remarks.

Methodology: Methodology used includes a pretest, individual and group exercises, case studies, discussions, lectures, lecture-discussions, and a post-test.

Course Materials: Materials consist of a trainer manual and a participant manual.

Trainer Requirements: The training team should consist of at least two persons, one with a knowledge of Federal regulations and the other with a knowledge of State regulations on confidentiality of alcohol and drug abuse records. They should have demonstrated ability to train, interpret, and clarify such regulations and laws as well as proven ability to facilitate task-oriented group discussions. At least one of the two must have prior training experience. The credibility of the training staff is dependent upon at least one trainer possessing a legal background.

Time Requirements: The training time for this course is 2 days.

Counseling Alcoholic Clients: Basic Communication Skills (NCAE)

Purpose: This course is designed to allow practicing alcoholism counselors to upgrade the application of eight basic communication skills--attending, paraphrasing, reflection of feeling, summarizing, probing, self-disclosing by counselors, interpreting, and confronting--in one-to-one interaction with clients.

Goals: On completion of the program, participants will be able to:

- Define each skill;
- Recognize when each skill is being practiced effectively; and
- Demonstrate the ability to use each skill and to integrate all skills appropriately and effectively in a simulated counseling situation.

Training Population: The program is designed for people whose major job responsibility is counseling clients with alcohol-related problems, who have less than 3 years' counseling experience, and who have had little or no previous training.

The program is designed for up to 21 participants. The total number of the group should facilitate work in triads.

Course Content: Listed below are the topics that are covered in sequence and the approximate time length of each session:

- Introduction and Overview (1 hour and 30 minutes);
- Attending (1 hour and 55 minutes);
- Paraphrasing (2 hours and 40 minutes);
- Reflection of Feeling (2 hours and 55 minutes);
- Summarizing (2 hours);
- Integration I (2 hours and 15 minutes);
- Probing (2 hours and 50 minutes);
- Counselor Self-Disclosure (3 hours);
- Interpreting (3 hours);
- Confrontation (2 hours and 5 minutes);
- Integration II (2 hours and 45 minutes);
- Conclusion (1 hour and 15 minutes).

Methodology: This involves reading, structured exercises, observation of videotaped skill demonstrations, skill practice, written quizzes, and group discussion.

Course Materials:

- The trainer manual contains detailed information on the content covered in the course and the teaching methods used to present the content. The manual also contains masters for making copies of participant handouts, a suggested evaluation procedure, and a discussion of alternative and optional training activities.
- The session outline cards include specific directions for conducting each session, as well as goals and objectives of each session and the materials and equipment required for the various learning activities.
- The participant handbook contains the program goals and overview, descriptions of each skill, feedback forms to aid in the observation of each skill, and an annotated list of references and suggested readings.
- A videotape presents demonstration of poor and effective use of each skill.

Trainer Requirements: A skilled trainer, trained and experienced in counseling clients with alcohol-related problems, is required. Necessary training delivery skills include experience in adult education using short lecture, role play, structured exercises, and group discussion techniques. It is recommended that a training team of two or more conduct this program; therefore, trainers also must have the ability to work with co-trainers.

Time Requirements: Training time totals 30 hours; sessions range from 1¼ to 3 hours.

Counselor Training: Short Term Client Systems (NDACTRD)

Purpose: The purpose of the Short Term Client Systems course is to train counselors in the listening and responding skills that are basic to any helping relationship.

Goals: After completing the course, participants will be able to:

- Demonstrate their listening skills by identifying to what extent client problem statements express affect;
- Correctly discriminate between facilitative and nonfacilitative counselor responses to a client problem statement;
- Make spontaneous counselor responses that are minimally empathic, facilitative, concrete, and

appropriate when presented with a client problem statement;

- Identify their own feelings and attitudes that may hinder their role as a helper when confronted with client problem statements or feedback; and
- Utilize appropriately a 12-step problem-solving process.

Training Population: The course is designed for all persons who are currently engaged in or about to become engaged in a counseling role.

Course Content: The three major subject areas covered by the course are: 1) empathy, which focuses on listening and responding skills that demonstrate empathic understanding; 2) values and attitudes, which focuses on developing skills that enable the counselors to help the client explore the values and attitudes represented in their concerns, and the corresponding thought processes and behavior; and 3) problem solving, which includes problem definition, exploration of alternatives, planning for change, and preparing to act on plans.

Methodology: The content is covered in a series of mini-lectures followed by structured experiences. Course material includes a manual for trainers, a workbook for participants, and a prepared audiocassette.

Time Requirements: The complete course requires 33 hours to deliver, so it is commonly presented in a 5-day session. If the total time available for training does not allow for the presentation of all modules in their entirety, the following information should be considered:

- The time designated for interpersonal process recall practice is the most important part of the training. It provides the trainees with the opportunity to integrate and actually practice the previously discussed skills, explore their uses, and receive feedback on their performance as a listener/helper. Therefore, it is important that these modules not be drastically shortened or omitted.
- The problem-solving section of the counseling skills training is that which is least in need of a trainer's management. Therefore, the amount of time actually spent on this module can be less than the scheduled 5 hours. If the process itself is clearly presented, trainees can continue its practice on their own.
- The sequence of events must be maintained.

Space Requirements: The facilities needed for the course are one large group meeting area and one small group work meeting area for each five to six participants.

Evaluation: Participants will be expected to take part in a pre-test and post-test, a final evaluation of the training event, and a long term followup study.

Drugs in Perspective (NDACTRD)

Purpose: To identify the inaccurate images and unsound assumptions that hinder a clear understanding of the problem of substance abuse; to provide new ways of considering the phenomenon of substance use; to consider historical and social perceptions regarding substance use, patterns, and trends of use, and societal and legal responses to illicit drugs; to provide an accurate description of psychoactive drugs in terms of effects and actions; to provide new ways of considering the etiology of substance abuse; to identify methods of substance abuse treatment; and to explore the goals, perspectives, and history of drug abuse prevention.

Goals: One of the goals of this course is to assist participants in understanding the phenomenon of substance use and abuse by providing them with a conceptual framework which acknowledges serveral differing perspectives.

The secondary goal of this course is to build a base of knowledge and experience that will clarify and present general information related to drugs and abuse. It is hoped that participants will be stimulated to such further knowledge from other training and education opportunities related to drug abuse.

Training Population: This course is designed to train drug abuse prevention and treatment workers (or their immediate supervisors), teachers, guidance counselors, drug educators, school psychologists, PTA/PTD members, recreation workers, youth workers, peer counselors, gang workers, youth employment counselors, parole and probation officers, outreach workers, hotline workers, people working with youth overseas, military personnel, and community service organizations. The optimum training group size is 30.

Course Content: The eight modules in this course are:

- Introduction and Orientation
- Perspectives on Substance Use and Abuse
- A Social and Historical Context for Understanding Substance Abuse in the United States
- Substance Actions
- Understanding the Phenomemon of Substance Abuse
- Approaches to the Treatment of Substance Abuse
- Prevention Approaches and Strategies
- Closure and Evaluation.

Methodology: The course methodology consists of lectures, mediated demonstrations, guided group discussions, task group exercises, and optional reading assignments.

Course Materials: Training materials consist of a trainer's manual and a resource manual.

Time Requirements: The course is composed of eight modules. The total training time is 26 hours and 30 minutes.

The modular organization of the course lends itself to a variety of delivery approaches. The course should be delivered in one or two module segments over an extended period of time, and it could be incorporated as part of a credentialing program for drug abuse program staff.

Evaluation: A pre-test and a post-test are included with the course.

Emergency Department Drug Abuse Treatment (NDACTRD)

Purpose: This course is designed to give hospital personnel training in a practical approach to the emergency treatment of drug abuse patients.

Training Population: Emergency department physicians, registered nurses, technicians, and registration officers will find this course useful.

Course Content: Learning sections deal with the medical, legal, and human-interaction-in-crisis aspects of treatment. Included are materials on the emergency department team, on referral and information-sharing systems, and on skill-building for human interaction in crisis.

Methodology: The course is self-instructional, with the exception of Booklet 7 and the team-building exercises in Booklet 6. Portions of

- To provide participants with an introduction to the concept of leadership;
- To give the participants a chance to give each other personal feedback on the roles they have assumed in the group;
- To introduce the concept of intervention;
- To provide practice in producing interventions and in giving feedback on them;
- To expose participants to situations that they might encounter when leading groups.

Training Population: This course is intended for persons who have continuing experience with groups, either as a member or leader, or who anticipate experience as a group facilitator in the future. Trainees need the opportunity after the course to view group process if learning is to be retained. Although the course is directed to the area of counseling in a group setting, theories and techniques presented can be considered generic to the extent that they can be easily applied to other types of groups, such as task or training groups. Trainees should also possess good communication and feedback skills, as well as a commitment to openness and exploration.

Groups ideally consist of 10 to 12 participants with 2 trainers.

Course Content: The course consists of the following 11 modules:

- Getting Acquainted;
- The Concept of a Group;
- Goals;
- Process and Content;
- Curative Factors;
- Stages of Group Growth;
- Selecting Members for a Group;
- Leadership;
- Interventions;
- Practicing Interventions;
- Closing.

Methodology: The course combines didactic material with structured experiences to help the group anticipate important issues that might arise in a group. The emphasis in the training design is on the experiential aspect of training. Even theoretical issues are approached through experiential exercises whenever possible.

Course Materials: Materials include a trainer's manual and a participant's manual.

Trainer Requirements: Trainers should be experienced in group process and dynamics, particularly in the role of a leader; experienced in delivering group and task oriented training; and preferably experienced in group counseling techniques.

Time Requirements: The course totals approximately 30 hours, arranged in 11 modules of 1 to 3 hours each.

Evaluation: The course has a pretest and a post-test.

Group Skills for Alcoholism Counselors (NCAE)

Purpose: This course is designed to help practicing alcoholism counselors develop the ability to provide group treatment to alcoholic clients.

Goals: The course is designed to help participants:

- Understand and recognize generic concepts of group process and dynamics and practice interventions based on those concepts; and
- Apply generic group concepts and skills to counseling groups and practice making interventions in situations arising from alcohol-specific issues.

Training Population: This course is intended for alcoholism counselors, trained and experienced in one-to-one counseling, who are or will be leading alcoholism counseling groups and who have had little or no previous formal training in group skills. It is suggested that applicants with at least a year's experience in a work setting as alcoholism counselors working with individual clients be accepted for this course. Trainees are assumed to have good communication and feedback skills. Groups should consist of 10-12 participants with two trainers.

Course Content: This course consists of the following 11 modules:

- Getting Acquainted
- The Concept of a Group
- Goals
- Process and Content
- Curative Factors
- Stages of Group Growth
- Selecting Members for a Group
- Leadership
- Interventions
- Practicing Interventions
- Closing.

Methodology: The course includes a pre-test, didactic presentations, structured exercises, readings, discussions, supervised skill practice, and a post-test.

Course Materials: Materials include trainer instructions, a trainer manual, a participant manual, readings, and a videotape (optional).

Time Requirements: Training time is 5 days (30 hours). The course is organized in modules that permit flexibility in delivery schedule.

Space and Equipment Requirements: The room selected for training should be comfortable and large enough that seating can be arranged to allow participants an unobstructed view of all group members. There should also be clusters of chairs for groups of four to six, with enough distance between them to minimize distractions, and two flip chart tripods.

Trainer Requirements: Trainers for this course should be experienced leaders of group and task-oriented training, with extensive knowledge and skills in group dynamics. The trainer also should be experienced in group counseling, particularly with alcoholic clients. Further, the trainer must be able to maintain a training focus while using the group experience itself as a learning activity.

other booklets are suitable either for individual or small group study.

Course Materials: The following seven booklets are in the package:

- The Physician's Booklet examines medical treatment for comatose and conscious patients as well as for patients suffering withdrawal and medical and surgical complications; legal and human-interaction-in-crisis aspects of dealing with drug abuse patients.
- The Registered Nurse's Booklet has a content similar to that for physicians.
- Technician's Booklet has a content similar to that for physicians.
- Registration Officer's Booklet has a content similar to that for physicians.
- Referral System and Information Sharing is a practical workbook for developing or expanding referral and information resources related to drug abuse patients.
- The Emergency Department Team examines group and organizational dynamics in the emergency department.
- The seventh text is Skill-Building Exercise for Human-Interaction-in-Crisis.

Trainer Requirements: This is not applicable to the self-instructional portion. A chairman is needed for Part II of the emergency department team material; a competent trainer is needed for conducting the skill-building exercises for human-interaction-in-crisis.

Time Requirements: Each group will define its own timetable for working with the course materials. Much of the work consists of individual readings which can be complemented by group study and team-building exercises.

Group Facilitator Training Package (NDACTRD)

Goals: Among the goals of this course are:

- To introduce participants to some distinguishing features of groups;
- To introduce the concept of goals and a useful goal-setting procedure;
- To demonstrate how differently groups function when they have shared goals and when they have hidden goals;
- To introduce the issue of process, and the difference between process and content;
- To illustrate how groups function when members are maintenance-oriented or when they are self-oriented;
- To introduce different roles often filled by members of a group;
- To assist participants in understanding the kinds of curative factors in groups;
- To understand the stages of group growth;
- To introduce the issue of homogeneity and heterogeneity in selecting group members;
- To introduce problems that can be treated best by groups or by one-to-one counseling;

The Initial Visit (NCAE)

Purpose: Many potential clients do not return for treatment after their initial visit to a treatment agency. This course offers an approach for solving this problem.

Goals: Instructional goals are:

- To heighten staff awareness of the impact various aspects of the program, procedures, and facilities of an alcoholism treatment agency have on prospective clients; and
- To facilitate staff identification of changes that may upgrade the effectiveness of the initial visit.

Training Population: This course is intended for alcoholism treatment program staffs. The total staff should be included because it is a premise of this course that every staff member has a potential impact on the initial visit experience.

Course Content: The course is presented in three sessions. Session One establishes the point of view of the prospective client and provides a definition of the initial visit experience and a review of the program's initial visit data. In Session Two, participants focus on identifying program changes that could enhance the outcomes of initial visits. In Session Three, participants review the changes and set priorities, and the program director schedules follow-through activities for the implementation of changes agreed on by the group.

Methodology: The course combines individual work, facilitator presentations, and small and large group tasks.

Course Materials: Course materials include a facilitator's manual, a participant guide, session outline cards, and a set of considerations for the program director. In addition, 50-60 slides are to be prepared on-site.

Trainer Requirements: The course is designed for presentation by a facilitator particularly skilled in working with groups and conducting adult learning activities.

Time Requirements: The course is presented in three sessions and requires about 5 hours of session time plus 2 to 3 hours of outside reading. The program director must schedule an additional 3 to 5 hours during the 2 weeks following the third session to plan follow-through activities. Use of the package implies that staff will spend some additional post-session time in carrying out followup activities to bring about change.

Evaluation: An assessment instrument contains 20 items related to factors that may be important to the effectiveness of an initial visit by prospective clients.

The instrument is to be administered at the beginning of Session One and at the end of Session Three.

Justice-Treatment Interface (NDACTRD)

Purpose: This course was designed to present a perspective on both the criminal and drug abuse treatment systems; to identify commonalities between them; and to clarify the rationale for coordination between systems. This helps establish a basis for the interface between systems in relation to mutually shared clients.

Goals: As a result of active participation in all modules of this three-unit course, trainees will be able to demonstrate:

- An understanding of the broad concept of "interface" between the criminal justice system and the drug abuse treatment system in terms of what it is, how it functions, and how the participant can function effectively in its environment, by recognizing, recalling, and interpreting its elements;
- Comprehension of the criminal justice system

(its general philosophy, constraints, and processes and procedures) by recognizing and recalling its major elements;

- A familiarity with the general human characteristics of the client offender by recognizing and recalling significant elements of their needs and motivation;
- An understanding of the concept of coercive motivation, its value, utility, and employment, by recognizing and recalling major facets of the process; and
- An understanding of the concept of the support-control relationship in therapy and treatment by recognizing and recalling major elements of the concept.

Training Population: This course is designed for drug abuse treatment workers seeking to establish a cooperative relationship with the criminal justice system or work within a correctional setting; for criminal justice workers who wish to establish an interface with treatment programs; and for policymakers who require an orientation to this issue. Readings are designed to meet 9th-grade reading abilities. The suggested number of trainees is between 20 and 30. Each training group should consist of a mixture of persons from the two systems.

Course Content: As with other NDACTRD-prepared courses, this course first provides a conceptual framework or perspective on the subject area (Unit I). This is followed by didactic presentations and experimental labs assessing, treating, and rehabilitating abusing offenders (Unit II). The course then explores various applications of the course content to specific program areas; e.g., Treatment Alternatives to Street Crime (TASC), institutional programs, re-entry programs, etc. (Unit III). This helps the student to bring both his understanding of the subject matter and his/her skill with generic processes to bear upon the performance of needed services in his/her particular work setting.

Methodology: The course delivery utilizes lecture, demonstrations, guided group discussion, small group exercises, individual reading assignments, and presentations.

Course Materials: The course materials include a trainer's manual and four manuals for the participants. The trainee's resource manual for Unit I, "Perspectives," is a separate packet of pretraining readings. The trainee's workbook is to be handed out at the beginning of the initial training session. The trainee's resource manual for Units II and III may be handed out at the end of the fourth module in connection with the homework (overnight readings) assignment. The fifth component, "Building a Re-Entry Referral Network," which is available as a separate, self-instructional workbook, also should be distributed to trainees at the end of the first unit.

Management Skills (NCAE)

Purpose: This package is a basic course that is intended to refresh and/or upgrade managerial skills of managers, supervisors, and program directors in the alcoholism field.

Training Population: Supervisors, managers, and directors of alcohol programs will find this course useful.

Course Content: The subject areas considered are:

- Group dynamics;
- Planning and management;
- Board relations;
- Program assessment;
- Personnel supervision and evaluation;
- Funding and financial recordkeeping; and
- Decisionmaking.

Methodology: The course is presented in a small group format with 10 to 20 participants.

The course has very few lectures. It relies heavily on experiential activities, workshops, discussions, role play, etc.

The participants will be called upon to draw from and share their past work experiences in order to solve problems with which they are confronted during training. In short, the course is designed to present new information and develop new skills in the context of the participant's past experience.

Course Materials: Training package materials include a trainer's manual and a participant workbook. Several additional resource and reference books are used as a part of the learning activity.

Trainer Requirements: At least 1 year's training experience is desirable. The trainer should have had experience in small group techniques (as opposed to the lecture-classroom approach). The trainer should also have some management background. An additional trainer is recommended when training is running for more than 2 days.

Time Requirements: Depending upon the needs, interest, and time of the group to be trained, single sessions or a combination of sessions may be used. The time required to run the program in its entirety is 40 hours, or 8 training days. An assessment process is described in Section IV of the trainer manual to assist trainers in tailoring the training offered to the needs and time constraints of their own target group.

Space and Equipment Requirements: These include resource booklets, a meeting room to accommodate 16 to 20 participants (with space for small group work in the same room or breakout rooms), four flipcharts, videotape equipment (optional), and duplicating facilities for running off assessment and evaluation instruments.

Medical Monograph Series (NDACTRD)

Basic Administration Principles for Drug Abuse Treatment Programs (Vol. I, No. 3)

Purpose: This monograph is designed to provide an outline of the basic principles of administration as they apply to drug abuse treatment programs.

Target Audience: Physicians.

Content: This monograph consists of the following topic areas:

- Introduction
- Principles of administration
- Regulations and resources
- Minimum standards of quality care
- Staffing patterns
- Staff relationships
- Management information systems
- Clinical considerations
- Charts
- Program rules and expectations
- Conclusion.

Emergency Treatment of the Drug Abusing Patient for Treatment Staff Physicians (Vol. I, No. 4)

Purpose: This monograph is designed to provide the treatment staff physician with the basic information needed to manage emergencies involving drug abusing patients.

Target Audience: Treatment staff physicians.

Content: This monograph consists of the following topic areas:

- Introduction

- Emergency facilities
- Responding to common drug abuse emergencies
- Management of the emergency drug abusing patient
- Emergency treatment of drug overdose by specific drug class
- Medical complications of drug abuse.

Evaluation: A pretest and a posttest are offered for physicians interested in obtaining continuing education credit through study of this monograph.

Pharmacological and Toxicological Perspectives of Commonly Abused Drugs (Vol. I, No. 5)

Purpose: This monograph is designed to provide the physician with a better understanding of the beneficial and harmful effects of drugs of abuse.

Target Audience: Physicians.

Content: The monograph consists of the following topic areas:

- Introduction
- Principles of pharmacology
- Pharmacological aspects of common drugs of abuse
- Street pharmacology and toxicology.

Evaluation: A pretest and a posttest are offered for physicians interested in obtaining continuing education credit through the study of this monograph.

Frequently Prescribed and Abused Drugs: Their Indications, Efficacy, and Rational Prescribing (Vol. II, No. 1)

Purpose: This monograph is designed for physicians who may be called upon to prescribe psychotropic medication. Special consideration is given to prescribing for children, adolescents, the elderly, and the substance abusing patient, as well as for patients with such complaints as sleep disorders, anxiety, pain, obesity, and depression.

Target Audience: Physicians.

Content: This monograph contains the following chapters:

- Drug Abuse and the Prescribing Physician
- Psychotropic Drug Interactions
- Anxiety: Its Meaning and Psychotropic Drug Treatment
- The Prescription of Stimulants and Anorectics
- Pain
- The Prescription of Hypnotic Drugs.

Evaluation: A pretest and a posttest are offered for physicians interested in obtaining continuing education credit through study of this monograph.

Diagnosis of Drug and Alcohol Abuse (Vol. I, No. 6)

Purpose: This monograph is designed to provide the physician with a concise and thorough discussion of the diagnosis of the drug and/or alcohol abusing patient. The monograph's focus is on the psychological, social, and medical manifestations of substance abuse which will aid the physician to assess the patient.

Target Audience: Physicians.

Content: The monograph contains the following chapters:

- Introduction
- The Patient Interview
- The Physical Examination (which includes "A Quick Reference Guide to Intoxication, Withdrawal, Overdose, and Emergency Management")
- Diagnosis of Medical Complications of Alcohol and Drug Abuse
- Helpful Diagnostic Tests.

Evaluation: A pretest and a posttest are offered for physicians interested in obtaining continuing education credit through study of this monograph.

Treatment of Drug and Alcohol Abuse (Vol. II, No. 2)

Purpose: This monograph is designed to assist physicians in the treatment of drug and alcohol abuse. Treatment for patients in a variety of settings is described (in the emergency room, the general hospital, and the physician's office).

Target Audience: Physicians.

Content: This monograph consists of the following chapters:

- Responding to Common Emergencies
- A General Approach to the Comatosed and Semi-Comatosed Patient
- A Specific Approach to the Treatment of Drug and Alcohol Abusing Patients
- Drug and Alcohol-Related Problems in the Physician's Office
- Management of Narcotic-Dependent Patients in the General Hospital
- Pharmacotherapy of Drug and Alcohol Abusing Patients
- Sociotherapy of Drug and Alcohol Abuse
- Experimental Treatment Modalities

Evaluation: A pretest and a post-test are offered for physicians interested in obtaining continuing education credit through study of this monograph.

An Ounce of Prevention (NCAE)

Purpose: This course is designed to help black people make conscious, personal decisions about drinking which will increase the likelihood that in American society where drinking is widespread, drinking-related decisions will be personally and socially constructive.

Training Population: The course is designed for American blacks who meet in groups to consider issues of importance to their daily lives. These groups may be located in urban, suburban, or rural areas. The course package is designed to be delivered by a lay person or "occasional educator." The optimum group size for this course is 12 to 20 participants.

Course Content: The eight sessions of the course cover the following topics:

- The role of alcohol in the history of black Americans;
- Historical myths about black people which can affect self-image, and, in turn, drinking practices;
- The relationship between decisions about drinking and other important decisions in life;
- Physiological and psychological effects of alcohol on the human body;
- Factors to be considered when going places where drinking is planned, including how to handle an intoxicated person;
- Issues surrounding drinking and driving, including how to calculate blood alcohol concentration;
- Human needs and their relation to reasons for drinking;
- The dangers of mixing prescription and nonprescription drugs with alcohol;
- Alcohol-related practices and behavior in American

society since the time of the Pilgrims;

- The role of mass media in perpetuating drinking myths and stereotypes; and
- Categories of high-risk drinkers who should carefully explore their reasons for drinking.

Methodology: The session materials include a range of methodologies--discussions, role plays, debates, games, and films.

Course Materials and Facilitator Requirements: The package is designed to be used by a lay facilitator; it is not necessary that the facilitator have a formal education and training background or expertise in alcohol education. The course materials have been designed so that anyone who is comfortable as a group leader, and who is willing to put in 2 to 4 hours' preparation time for each of the sessions, can conduct the course. Additional time would be required for recruiting participants and for making the logistical arrangements necessary for putting on such a course. The facilitator's handbook outlines the "managerial" as well as the instructional tasks for the facilitator.

The training package consists of:

- A facilitator's handbook;
- A set of facilitator's presentation outline cards;
- A set of overhead transparencies of visuals for use in the eight sessions;
- A set of handout masters for materials used during the sessions;
- Eight sets of take-home summaries (one set for each session, 20 copies in each set); and
- Two 16mm films, that are sent on a free-loan basis.

Time Requirements: The course is designed for presentation in eight consecutive sessions. Each session runs from 1½ to 2 hours. Ideally, these sessions are offered once a week for 8 weeks. However, this time lapse can be shortened to meet the requirements of the sponsoring organization.

Space and Equipment Requirements: These include:

- A meeting room for 12 to 20 people;
- An overhead projector;
- A 16mm projector;
- A screen; and
- Duplicating facilities to reproduce handouts (masters are provided in the package).

Planning Alcoholism Services: A Basic Course in Assessment, Program Design, Implementation, and Evaluation (NCAE)

Purpose: This course is designed to teach or improve the basic planning skills of persons responsible for planning in alcohol service agencies.

Goals: Participants will learn a generic program planning process and apply it by developing a preliminary plan for addressing a problem identified by the participant and his or her supervisor prior to the training program.

Training Population: This training program is designed for staff in existing service agencies who are responsible for planning the development or expansion of programs responsive to community alcoholism service needs. The audience for this program could include either administrative or clinical staff whose effectiveness depends upon acquisition or improvement of basic skills in systematic planning for community services.

The course looks at community problems and suggests a framework for their resolution. It does not deal with the logistic or organizational aspects of program development.

Course Content: This course covers the following topics in sequence:

- Introduction and Welcome;
- Planning and Community Involvement;
- Assessment: Stating the Problem;
- Assessment: Collecting Data About the Problem;
- Assessment: Analyzing the Data for Decisions;
- Program Design: Setting Goals;
- Program Design: Specification of Objectives;
- Program Design: Choosing a Strategy;
- Program Design: Time-Phased Action Plan;
- Program Management and Coordination;
- Program Evaluation; and
- Completion of Preliminary Plan for Back Home Problem.

Methodology: This involves small and large group discussions, individual and small group work, trainer presentations, and individual reading.

Course Materials: These include:

- A participant workbook for use by participants during training and as a reference afterward. For the trainer, the participant workbook also is a primary resource in preparing for delivery of the program, since it contains both essential subject matter and session exercises.
- A trainer's manual, which includes background material for trainer preparation, evaluation materials, and masters for handouts and overhead transparencies.
- Session outline cards, which are used by the trainer to guide the presentation of each session. They provide concise coverage of key questions or points to be raised, as well as the sequence, time, materials, and equipment, etc., for each activity. They are compact and easy to carry as the trainer moves about.

Participant Prerequisite: As a prerequisite, each applicant must submit an alcoholism service-related problem identified in conjunction with his or her supervisor. Work on application of planning skills to participant problems is the basis of the training program.

Trainer Requirements: Both training skills and first-hand experience with or knowledge of program development in the alcohol field are requisites for conducting this course. The training skills required include expertise in setting up and managing training events and skill in managing group dynamics and moderating group discussion. Experience in the development of alcohol service programs is important in leading group discussions. It is recommended that two trainers cooperate in presenting this course, perhaps combining the above-mentioned skills between them.

Time Requirements: The length of time is approximately 30 hours, plus breaks.

The Power of Positive Parenting (NCAE)

Purpose: This course is designed to help parents make conscious, personal decisions about drinking which will increase the likelihood that, in American society where drinking is widespread, their drinking-related decisions and practices will be constructive for themselves and for their children.

Training Population: The course is designed for use by groups of parents of preschool children. These groups may be school, day care, or church connected; or they may be parents enrolled in parenting classes at a community college or in other adult education programs. Any group of parents who meet to consider issues of importance to their own lives and the lives of their children would be considered an appropriate audience for the course. The package is designed to be delivered by a lay person or an "occasional educator."

The optimum group size for this course is 12 to 20 participants.

Course Content: The eight sessions of the course cover the following topics:

- The importance of nurturing positive self-image in young children, including the role of self-image in making constructive drinking-related decisions;
- The role of parents as models for their children's behavior, including drinking practices;
- Physiological and psychological effects of alcohol on the human body;
- Factors to be considered in entertaining where drinking is planned, including how to handle an intoxicated person;
- Issues surrounding drinking and driving, including how to calculate blood alcohol concentration;
- Human needs and reasons for drinking;
- The dangers of mixing prescription and nonprescription drugs with alcohol;
- Alcohol-related practices and behavior in American society since the time of the Pilgrims;
- The role of mass media in perpetuating drinking myths and stereotypes;
- Categories of high-risk drinkers who should carefully explore their reasons for drinking.

Methodology: The session materials include a range of methodologies--discussions, role plays, debates, games, and films.

Course Materials and Facilitator Requirements: The package is designed to be used by a lay facilitator; it is not necessary that the facilitator have a formal education and training background or expertise in alcohol education. The course materials have been designed so that anyone who is comfortable as a group leader who is willing to put in 2 to 4 hours' preparation time for each session can conduct the course. Additional time would be required for recruiting participants and for making the logistical arrangements necessary for putting on such a course. The facilitator's handbook outlines the "managerial" as well as the instructional tasks for the facilitator.

The training package consists of:

- A facilitator's handbook;
- A set of facilitator's presentation outline cards;
- A set of overhead transparencies or visuals for use in the eight sessions;
- A set of handout masters for materials used during the sessions;
- Eight sets of take-home summaries (one set for each session, 20 copies in each set); and
- Two 16mm films which are sent on a free-loan basis.

Time Requirements: The course is designed for presentation in eight consecutive sessions. Each session runs from 1½ to 2 hours. Ideally, these sessions are offered once a week for 8 weeks. However, this time lapse can be shortened to meet the requirements of the sponsoring organization.

Space and Equipment Requirements: These include:

- A meeting room for 12 to 20 people;
- An overhead projector;
- A 16mm projector;
- A screen; and
- Duplicating facilities to reproduce handouts (masters are provided in package).

Prevention Program Management (NDACTRD)

Purpose: This course is designed to provide those individuals who have management responsibility for drug abuse prevention programs with practical information on and practice in programming, managing, planning, resource development, and dealing with the needs of special populations.

Goals: The course is designed to help participants gain an understanding of:

- Effective drug abuse prevention strategies;
- New directions in drug abuse prevention;
- Multicultural considerations in drug abuse prevention;
- Networking and interagency collaboration;
- Human services management and organizational development;
- Grantsmanship and alternatives to grants; and
- New resources in needs assessment, planning, and evaluation for drug abuse prevention programs.

Training Population: This course is designed for those persons who carry operational or management responsibility for drug abuse prevention programs. A maximum of 18-20 participants is recommended.

Course Content: The course consists of the following 10 modules:

- Orientation, Overview, and Climate Setting
- Prevention: Yesterday, Today, and Tomorrow
- Program Management Theory and Practice
- Managerial Style and Planning for Change
- Management Tools
- Networking and Interagency Collaboration
- Targeting Programs for Special Populations
- Resource Development and Grantsmanship
- Action Planning for Program Growth
- Preventing Burnout.

Methodology: The methodology involves a pretest, individual exercises, large and small group exercises, lectures, discussions, dyadic and triadic exercises, and a posttest.

Course Materials: Materials consist of a trainer manual and a participant manual.

Trainer Requirements: This course should be delivered by an experienced prevention program manager and at least one other trainer who is a drug abuse prevention professional. Training team members should have demonstrated training experience in training adult learners as well as competence and experience in management and planning, ability to plan and work together, and an understanding of how individuals learn. Desirable prerequisites for the training team members include the following NTS courses: Community-Based Prevention Specialist, Basic Management Skills, and Training of Trainers.

Time Requirements: The training time for this course is 5 days.

Space and Equipment Requirements: The course requires at least one large work room equipped with chairs and tables or chairs and a suitable writing surface. The course also requires at least two small work rooms or a number of small rooms sufficient to accommodate small work groups.

Evaluation: Two standards are used to determine each participant's performance in this course: attendance and score on the post-test. Participants who are certified as having successfully completed the course should have been present a minimum of 90 percent of the time allotted for the course sessions and achieve a minimum score of 75 percent on the post-test.

Prevention: Working with Schools (NDACTRD)

Purpose: This course is designed to provide drug abuse professionals with the knowledge and skills necessary to design and implement drug abuse prevention programs within school systems.

Goals: The course is designed:

- To provide drug abuse professionals with sensitivity to the dynamics and components of school systems and their surrounding communities;
- To provide participants with a conceptual framework which correlates adolescent drug abuse with other disruptive behavioral phenomena present within school systems and which locates school-based prevention within a comprehensive drug abuse strategy;
- To share with participants case studies and examples of successful school-based drug abuse prevention programs;
- To enable participants to identify the components of a comprehensive school policy on substance abuse;
- To enable participants to identify potential community and national resources in developing school-based programs;
- To provide participants with a conceptual understanding of "networking" and examples of existing drug abuse educational networks;
- To provide participants with an opportunity to practice the communications, assessment, interpersonal, small group, and planning skills necessary to work with school systems;
- To assist participants in identifying the critical factors operating within their own school systems; and
- To assist participants in developing an action plan which can be used to develop a drug abuse prevention program within their own school systems.

Training Population: The course is aimed at those individuals working in the field of drug abuse prevention in community agencies, having the responsibility or desire to begin or expand school-based prevention programs. Substantial modifications of this design would be required to deliver this course to a totally or predominantly school system-based training population. The optimal trainer-participant ratio is 1 to 8. The maximum number of participants is 18 to 20.

Course Content: The course consists of the following modules:

- Orientation and Overview: Drug Abuse Prevention and the School System
- Structure and Organization of the School System
- Preparing to Enter the Schools--Assessing Your Role and Building Relationships
- Entering Your School System
- Drug Abuse Correlates, Prevention Modalities, and Networking
- Action Planning
- Evaluation and Funding
- First Practicum
- Second Practicum.

Methodology: The course has a pretest, individual exercises, triadic exercises, small and large group exercises, lectures, discussions, dyadic or triadic group discussions, reading assignments, and a post-test.

Course Materials: Materials include a trainer manual and a participant manual.

Time Requirements: Training time consists of an initial 3½ day training event with 2 recommended 1-day practicum sessions at scheduled intervals following the initial event. The main training session requires 24 contact hous; each practicum lasts 7½ hours. The design assumes a minimum of an additional 5 hours (not scheduled) for reading assignments; a substantial amount of preparation and activity will be required for each practicum session.

Space and Equipment Requirements: This course requires at least one large work room equipped with chairs and tables or chairs with a suitable writing surface. The course also requires at least two additional small work rooms to accommodate at least 8 to 10 participants.

Trainer Requirements: This course is designed to be delivered by three trainers skilled at facilitating group process. The collective experience of the team should include actual work in drug abuse prevention at the school and/or community level and first-hand knowledge of the structure and functions of school systems. Formal involvement of the State Prevention Coordinator can be a valuable asset.

Evaluation: Two standards are used to determine each participant's performance in this course: attendance and post-test score. Participants who are certified as having successfully completed the course should have been present for a minimum of 90 percent of time allotted for the course sessions during the 3½ days training event and achieve a minimum score of 75 percent on the post-test.

Programming Community Resources (NCAE)

Purpose: The course is designed to upgrade and/or develop the assessment and negotiation skills of management personnel who are involved in developing and coordinating resources among community agencies to provide comprehensive services for people with alcohol problems.

Training Population: The target audience for this training program should be personnel from service delivery agencies that:

- Have the authority to represent their programs within the community, and
- Have administrative authority that will allow

them to commit agency resources and services.

Course Content: The training course covers the following topics:

- Community assessment;
- Target problem identification and analysis;
- Planning and conducting interagency negotiation; and
- Group problem-solving techniques.

Methodology: The course is presented in a small group format with 10 to 20 participants.

The course has few lectures. It relies heavily on experiential activities, workshops, discussions, role plays, and so forth.

The participants will be called upon to draw from and share their past work experiences in order to solve problems with which they are confronted during training. In short, the course is designed to present new information and develop new skills in the context of the participant's past experience.

Course Materials: Training package materials include a trainer manual and a participant workbook. Several additional resources and reference books should be ordered.

Trainer Requirements: At least 1 year of training experience is desirable. Trainer should have experience in small group techniques (as opposed to a lecture-classroom approach). The trainer should also have some background in programing community resources. An additional trainer is recommended when running training for more than 2 days.

Time Requirements: This depends upon the needs, interests, and schedules of the group to be trained. Single sessions or combinations of sessions may be used. The entire course is 26 hours long and consists of 16 sessions that last from 1 to 2 hours each.

An assessment process is described in Section IV of the trainer manual to assist trainers in tailoring the training to the needs and time constraints of their own target group.

Space and Equipment Requirements: These include:

- A meeting room to accommodate 16 to 20 participants (with space for small group work, either in the same room or in a breakout room);
- A flipchart; and
- Duplicating facilities for running off assessment and evaluation instruments.

Puerto Rican History and Culture (NDACTRD)

Purpose: This course is intended to aid both Puerto Rican and non-Puerto Rican staff who deal with substance abusers to acquire a better understanding of and empathy for the social, cultural, historical, and political forces affecting Puerto Rican substance abusers. It is also intended to aid substance abuse treatment staff to evaluate their approaches to the treatment of their Puerto Rican clients.

Goals: This course is designed to help participants:

- Understand the importance of geographical, historical, cultural, and racial factors in the development of the Puerto Rican nation and their impact on Puerto Ricans today, and how this relates to the experience of Puerto Rican substance abusers.
- Develop sensitivity to the specific problems and issues facing Puerto Rican clients and their implications for counselor intervention.

Training Population: This course is designed for both Puerto Rican-

Latino, as well as non-Puerto Rican-Latino counselors, interviewers, clinical supervisors, administrators, or others working with Puerto Rican-Latino clients in a substance abuse treatment center, an early intervention setting, or substance abuse-related program in the community or school system.

Although this is the primary target population, the program has applicability in such nontreatment settings as schools, social service agencies, nonsubstance abuse medical facilities (i.e., hospitals, day care centers, etc.), and cultural awareness community programs.

It is recommended that the training population be ethically and/or racially mixed to increase the exchange of culturally common denominators and differences. It is also recommended that audiences be composed of supervisory as well as treatment personnel. This will facilitate the empathy and support of the supervisors in their staffs' attempts at modification of treatment and/or intervention strategies on behalf of their Puerto Rican-Latino clients.

The optimal trainer-participant ratio is 1 to 20-25. (Due to the nature of the small group activities, a minimum group size of 6-9 participants is recommended.)

Course Content: This course consists of the following modules:

- Registration and Overview
- Stereotypes About Puerto Ricans
- Geography of Puerto Rico: The Caribbean Setting
- Indian, Spanish, and African Cultures: The Formation of the Puerto Rican Nation
- The American Occupation of Puerto Rico: The Struggle for Self-Determination Continues
- The Migration to the Mainland: The Diaspora of the Puerto Rican Nation
- The Employment Situation in the U.S.
- The Hispanic Origins of the Puerto Rican Family and Americanization of Puerto Rico: The Broken Family in New York
- The "Nuyorican": Aspects of the Developing Culture in the United States
- Racism in Puerto Rico and the U.S. (Floating Module)
- Specific Problems and Issues in Dealing with the Puerto Rican Substance Abuser
- Sample Client Case Studies and Intervention Strategies
- Wrap-up, Assessment, Evaluation, and Closure.

Methodology: This involves discussions, lectures, slide-tape recordings, tape recordings, film, case studies/small group discussions, reading assignments, and a post-assessment.

Course Materials: Materials include a trainer manual, a participant manual, and a resource manual.

Trainer Requirements: This course focuses on attitudes and values in addition to imparting empirical knowledge and upgrading human relations skills. It is essential, therefore, that the trainer be skilled in training dynamics, especially those involved in organizing and presenting clear, concise lecture/discussions and facilitating small group interactions.

Due to the specific nature of the course, it is important that the trainer be a Puerto Rican-Latino and have extensive knowledge in the following areas:

- The history and culture of the Puerto Rican people on the Island and in the United States, with a clear understanding of the special relationship of the two.
- The issues and concerns facing the Puerto Rican people in the United States, such as: bilingual education, family patterns, sex roles, the changing society, identity crisis, etc.
- Substance abuse and substance abuse treatment

and intervention programs as they apply to the Puerto Rican substance abuser.

- The needs of the general Puerto Rican population, as well as the substance abusing population, and how these needs often parallel each other.

To facilitate the possibility of non-Puerto Rican-Latino trainers delivering the program, it is suggested that a team approach be used: a Puerto Rican-Latino trainer the first day (primarily lecture and cultural information), and a non-Puerto Rican-Latino deliverer the second day (clinical issues).

Time Requirements: Training time is two 8-hour sessions. However, it could be delivered in other time formats to meet an organization's needs, or the needs of the training population. Other schedules could be built session-by-session, or in four, 4-hour sessions, etc.

Equipment Requirements: 2x2 slide projector, projection screen, audio cassette player, and a 16mm motion picture projector.

Evaluation: This course has a post-assessment.

Reflections in a Glass (NCAE)

Purpose: This course is designed to help women make conscious, personal decisions about drinking which will increase the likelihood that, in American society where drinking is widespread, their drinking-related decisions and practices will be personally and socially constructive.

Training Population: The course is designed for adult women who meet in groups to consider issues of consequence to their daily lives. These women's groups may be located in urban, suburban, or rural areas. The course materials are deemed relevant for American women of all socioeconomic and ethnic backgrounds. Group discussions during the course are likely to be more interesting and productive if there is age diversity within the group. The course package is designed to be delivered by a lay person or "occasional educator."

Course Content: The eight sessions of the course cover the following topics:

- Physiological and psychological effects of alcohol on the human body;
- Factors to be considered in entertaining where drinking is planned, including how to handle an intoxicated person;
- Issues surrounding drinking and driving, including how to calculate blood alcohol concentration;
- Human needs and reasons for drinking;
- Categories of high-risk drinkers who should carefully explore their reasons for drinking;
- The dangers of mixing prescription and nonprescription drugs with alcohol;
- Alcohol-related practices and behavior in American society since the time of the Pilgrims;
- The role of mass media in perpetuating drinking myths and stereotypes;
- Women's history and the role of alcohol;
- The times of women's special vulnerability to developing problems associated with drinking; and
- The double standard for men and women as applied to drinking.

Methodology: The session materials include a range of methodologies--discussions, role plays, debates, games, and films. The optimum group size for this course is 12 to 20 participants.

Course Materials and Facilitator Requirements: The package is designed to be used by a lay facilitator. It is not necessary that the facilitator have a formal education and training background or expertise in alcohol education. The course materials have been designed so that anyone who is comfortable as a group leader and who is willing to put in 2 to 4 hours' preparation time for each of the sessions can conduct the course. Additional time would be required for recruiting participants and for making the logistical arrangements necessary for putting on such a course. The facilitator's handbook outlines the "managerial" as well as the instructional tasks for the facilitator.

The training package consists of:

- A facilitator's handbook;
- A set of facilitator's presentation outline cards;
- A set of overhead transparencies for use in the eight sessions;
- A set of handout masters for materials used during the sessions;
- Eight sets of take-home summaries (one set for each session, 20 copies in each set); and
- Three 16mm films, which are sent on a free-loan basis.

Time Requirements: The course is designed for presentation in eight consecutive sessions. Each session runs from 1½ to 2 hours. Ideally, these sessions are offered once a week for 8 weeks. However, this time lapse can be shortened to meet the requirements of the sponsoring organization.

Space and Equipment Requirements: These include:

- A meeting room for 12 to 20 people;
- An overhead projector;
- A 16mm projector;
- A screen; and
- Duplicating facilities to reproduce handouts (masters are provided in the package).

Services for Alcoholic Women (NCAE)

Purpose: This course is designed to expand and enhance the capacity of treatment program decisionmakers to plan, implement, and monitor practices and services designed to meet the needs of alcoholic women.

Goals: The goals of this course are to provide participants with the opportunity to:

- Measure the current state of their respective agency plans and/or programs for serving alcoholic women against a set of policies, practices, and procedures that appear to be effective in women's treatment;
- Select some priorities for change in their respective agencies;
- Develop a range of possible strategies to address the areas in their programs they identify as needing change; and
- Prepare for continuation of planning and implementation of identified changes upon return to their agency.

Training Population: The course is designed for teams of two people from the same agency, one with decisionmaking responsibility for treatment services and one who is the designated women's treatment coordinator, a board or advisory group member, or a staff member with a particular interest or experience in women's treatment.

For maximum participation and interaction with trainers and each other, the optimum number of participants is 20.

Course Content: Participants build on their existing knowledge and skills in planning and delivery of alcoholism treatment; analyze their agency programs in light of new knowledge about women's treatment needs and identify priorities for change; draw on the resources of course materials, trainers, and other participants for problem solving and strategy development; and practice how to involve others in planning and implementing changes that will improve women's treatment.

The seven modules are:

- Introduction and Program Overview;
- Alcoholism Treatment from the Woman's Perspective;
- Assessing Individual Programs;
- Selecting Priorities;
- Strategies to Overcome Barriers;
- Involving Others;
- Conclusion.

Methodology: Training methods include small group exercises; large and small group discussion; lecturettes; and brainstorming.

Course Materials: Course materials include a trainer's manual, a resource book, and session outline cards.

Time Requirements: The program consists of seven sessions and requires approximately 16 hours to complete. Sessions range in length from 1 to 3 hours. It is recommended that the program be delivered over 2½ consecutive days in a residential setting. It could also be delivered in a nonresidential setting over a period of weeks, with sessions presented weekly or twice weekly.

Evaluation: A pre-test and a post-test are included with the course.

Staff Burnout (NDACTRD)

Purpose: This course is designed to provide participants with the opportunity to learn about the phenomenon of occupational stress and burnout in the human service delivery system. Causes, symptoms, consequences, and preventive measures are studied in order to allow participants to assess the level of burnout in their own agencies and devise strategies to address it.

Goals: Among other goals, this course is designed to:

- Provide an opportunity for participants to analyze the specific characteristics of their ecosystem to the extent that they facilitate or frustrate the accomplishment of individual and organizational goals;
- Provide rudimentary information on the psychophysiology of stress, and describe the stress-response cycle;
- Identify and analyze the indicators, manifestations, and consequences of burnout at the organizational and individual levels;
- Assist participants in analyzing how burnout manifests itself in themselves and their organization;
- Promote participants' awareness of some techniques that can be used for prevention, intervention, or treatment of staff burnout at the individual level and organizational levels;
- Assist participants in identifying those factors in themselves, their organization, and their environment that contribute to burnout and that they would like to change; and

- Provide an opportunity for participants to develop, under supervision, an action plan that addresses burnout--in themselves and their organizations--that they can implement when they return to their programs.

Training Population: This course is aimed at supervisory and line counseling staff of drug or alcohol abuse rehabilitation programs. The maximum trainer-participant ratio is 1 to 8; the average number of participants is 24.

Course Content: This course consists of the following modules:

- Introduction and Overview
- Basic Principles of Ecosystems
- Stress in the Human Condition
- SBO as an Ecological Dysfunction
- Prevention, Intervention, and Treatment of Staff Burnout
- Planning for a Change
- Action Plan Development
- Closure and Evaluation.

Methodology: Methodologies used in this course include a pretest, large and small group exercises, structured experience exercises, a Self-Assessment Inventory, lectures, discussions, simulations, demonstrations, and a post-test.

Trainer Requirements: This course requires a skilled trainer with a minimum of 6 months experience working in substance abuse rehabilitation or other human service programs (preferably in a supervisory capacity), and a minimum of 6 months experience in both small and large group training (or being a certified instructor of the NTS course, Group Facilitator's Training Package). The trainer should have read all the resource papers designated as "required reading" in the Trainer Manual. In addition, it would be beneficial to the training delivery if at least one member of the training team were knowledgeable about stress and stress management techniques. Desirable content prerequisites for training team members include the following NTS courses: Basic Management Skills, Drugs in Perspective, and Supervision.

Course Materials: This includes a trainer's manual and a participant's manual.

Time Requirements: The length of training time is 5 days (35 hours).

Space and Equipment Requirements: This course requires at least one large work room equipped with chairs and tables or chairs and a suitable writing surface. The course also requires at least two small break-out rooms sufficient to accommodate small work groups of 8 to 10 participants each.

Evaluation: The only standard used to determine each participant's performance in this course is attendance. However, other measures could be used, depending on the requirements of a particular training system. For example, the pretest and post-test could be used for this purpose, although it is intended primarily to provide feedback on the effectiveness of the course training design.

Supervision (NDACTRD)

Purposes: The purposes of the supervision course are to identify and describe the forms, processes, and skills that constitute supervision as a work area in drug abuse and other substance abuse treatment programs, and to provide opportunities for participants to practice the supervision skills identified toward the development of greater competency in supervision as a work/task area.

Goals: The goals of this course are:

- To describe and illustrate the forms and functions of supervision in drug abuse and other substance abuse treatment programs;

- To describe the organizational context(s) of selected drug abuse treatment programs, including: structure, tasks, division of labor, division of authority, and the relationship of those elements to the administrative and clinical aspects of supervision;
- To develop understanding of and appreciation for the tasks, skills, and competencies that constitute the role of "supervisor" in drug abuse and other substance abuse treatment programs;
- To develop understanding of and appreciation for selected models of supervision;
- To describe and illustrate the use of selected "tools" for supervision in drug abuse and other substance abuse programs; and
- To provide opportunities for participants to develop and practice those behaviors and skills associated with effectiveness in the administrative and clinical aspects of supervision.

Training Population: This training program is designed for individuals who carry supervisory responsibility for the work of counselors in drug abuse treatment and other substance abuse treatment programs, or for individuals who have worked as counselors in drug abuse or other substance abuse treatment programs for at least 3 years and anticipate or aspire to a supervisory position.

Course Content: The seven training modules are:

- Introduction and Overview;
- Definition and Dimensions of Supervision;
- The Context of Supervision;
- The Supervisory Process;
- Models, Methods, and Tools for Supervision;
- Considerations in Supervision;
- Skill-Building and Application.

Methodology: The course is delivered using three distinct but related learning processes: didactic presentations, experiential exercises, and directed reading.

The program utilizes large group, small group, and individual formats in the training process.

Course Materials: Course materials consist of a trainer's manual and a resource manual.

Time Requirements: This course has been designed as a 5-day, 38 contact hour course. An additional 5 hours are required for participants to complete reading assignments.

Evaluation: Two standards are used to determine each participant's performance in this course: 1) attendance, and 2) score on the post-test. Participants who are certified as having successfully completed the supervision course should have been present a minimum of 90 percent of the time allotted for the course sessions and achieve a minimum score of 75 percent on the post-test.

Training Alcoholism Trainers (NCAE)

Purpose: This course is designed to develop and/or upgrade the training design and delivery skills of inservice trainers in the field of alcoholism.

Training Population: This includes inservice trainers who have little or no formal background in design/delivery of adult education programs and who spend at least 50 percent of their time in training activities.

Course Content: The course content covers:

- Adult learning theory;
- Goal analysis;
- Organizational needs analysis;
- Job analysis;
- Performance analysis;
- Training group analysis;
- Instructional objectives;
- Methodology;
- Content validation;
- Evaluation design;
- Program implementation; and
- Small group skills.

Methodology: The course is presented in a small group format with 10 to 20 participants. The course has very little lecture. It relies heavily on experiential activities, workshops, discussions, role plays, etc.

The participants will be called upon to draw from and share their past work experiences in order to solve problems with which they are confronted during training. In short, the course is designed to present new information and develop new skills in the context of the participant's past experience.

Course Materials: Training package materials include a trainer's manual, a participant workbook, and several additional resource and reference books.

Trainer Requirements: The trainer should have a proven track record in conducting inservice training. The trainer should support the basic design and delivery procedures described in the materials.

Time Requirements: This depends upon the needs, interest, and schedules of the group to be trained. Single sessions or combinations of sessions may be used. Total program length is 40 hours or 26 sessions that run from 40 minutes to 2½ hours each.

An assessment process to assist trainers in tailoring the training offered to the needs and time constraints of their own target group is described in Section IV of the trainer manual.

Space and Equipment Requirements: These include:

- A meeting room to accommodate 16 to 20 participants (with space for small group work, either in the same room or in breakout rooms);
- Three resource booklets for the facilitator's use in making preparations;
- A flipchart;
- Videotape equipment (optional); and
- Duplicating facilities for running off assessment and evaluation instruments.

Training of Trainers, Revised (NDACTRD)

Purpose: This course describes the content and activities that constitute training delivery; identifies and describes the behaviors and skills associated with training delivery as a task area; identifies and elaborates on the major considerations of training program design and modification; and provides opportunities for participants to develop and refine those skills required for effective training delivery.

Goals: Upon completion of the course, each participant will have increased knowledge and skills in the areas of:

- Learning theory and its application to training design and delivery;
- Dynamics of group process;

- Establishing a training climate that is conducive to learning;
- Training design--theory and application;
- Techniques for presenting and processing information;
- Making interventions as a trainer; and
- Adapting training materials to meet the needs of specific trainee populations.

Training Population: This is a basic course, designed for trainers or potential trainers within the National Training System of NIDA who lack apprenticeship in training theory, design, and delivery. The ideal number of participants is 18-20. The maximum number of participants is 25.

Course Content: This course consists of the following 10 modules:

- Introduction to the Course and to Adult Learning Theory
- Small Group Process--The Learning Environment
- Trainer Style
- Cultural Considerations in Training
- Course Delivery: Methods and Media
- Facilitation: Processing Learning Experiences
- Facilitation: Intervening to Enhance Learning
- Adapting Training Packages: Understanding the Design Process
- Practicum
- Formal and Informal Evaluation: Providing Closure

Methodology: Methodology used involves a pretest, individual and group exercises, lectures, role play, discussions, reading assignments, and a post-test.

Course Materials: This includes a trainer's manual and a participant's manual.

Trainer Requirements: The team that delivers this course should, in addition to meeting the prerequisites required for participants, be certified as trainers according to the current NTS criteria; this assumes the trainers have an understanding of how people learn and the ability to work as part of a team, when necessary.

Time Requirements: The length of training time is 5 days (35 contact hours). At least 5 additional hours will be required to complete supplementary reading assignments.

Space and Equipment Requirements: This course requires one large workroom (suitable for 20-24 participants) equipped with chairs and tables, or chairs and a suitable writing surface. Two smaller rooms (sufficient to accommodate a maximum of 8-10 persons) are also required for small group activities. These rooms should also be equipped with a chair and a suitable writing surface for each participant.

Evaluation: Two standards are used to evaluate each participant's performance in this course: attendance at the course delivery sessions and the score on the post-test. Participants who are certified as having successfully completed the course must have been present for not less than 32 of the 35 scheduled hours and must achieve a score of not less than 75 percent on the post-test.

Using Volunteers in Your Agency (NCAE)

Purpose: This course is designed to increase the number of volunteer programs in alcohol service agencies and to upgrade existing programs.

Goals: The course will assist participants in:

- Being aware of the pros and cons of having volunteer programs in alcohol service agencies;
- Being familiar with eight primary principles in developing and maintaining effective volunteer programs;
- Being familiar with the step-by-step sequence for exploring, designing, and implementing pilot volunteer programs; and
- Analyzing the necessary tasks to undertake upon return to their own agencies and to develop plans for accomplishing those tasks.

Training Population: This training program is designed for the person in alcohol service agencies who is or will be the volunteer coordinator for that agency. A secondary audience is the staff person in an agency who is responsible for looking at the feasibility of establishing a volunteer program for that agency. Spinoff uses of part of the course materials include orientation of agency boards of directors and agency staff to the principles of volunteer programs.

Course Content: This course covers the following topics in sequence:

- Pros and Cons of a Volunteer Program;
- Principles of an Effective Volunteer Program;
- Planning a Pilot Volunteer Program; and
- Getting Started with Your Own Agency Program.

Methodology: This involves small and large group discussions and problem-solving, sound filmstrip presentations, and individual pencil-and-paper task assignments.

Course Materials: These include:

- Volunteer Program Development Guide (participant's take-home book; also used as a primary resource for trainer preparation);
- Trainer Manual (includes evaluation instruments and masters for participant handouts and overhead transparencies);
- Trainer's session outline cards; and
- Two sound filmstrips (filmstrip and audiocassette).

Trainer Requirements: Both training skills and first-hand experience or knowledge in planning and management of volunteer programs are needed to conduct this program. The training skills required include expertise in setting up and managing training events, skill in managing group dynamics, and minimal skill in operating audiovisual equipment. Refresher material on training skills is included in the trainer's manual. Expertise in the management and planning of volunteer programs is important in leading group discussions. If the trainer lacks this background, such an individual with appropriate experience may be invited to act as a resource person during the training program. This resource person should be completely familiar with the approach of the training package so that the resource input will fully complement the content of the package.

Time Requirements: Eight hours is the total training time; sessions range from 1½ to 2½ hours' duration.

Associated Resource: NCAE commissioned Gertrude L. Nilsson and Barbara J. Carroll to write a monograph to complement this course. While the training program gives explicit step-by-step procedures, the monograph, entitled "Volunteer Services," offers a more philosophical look at volunteerism and the alcoholism field. Copies are available in limited quantity from the National Clearinghouse for Alcohol Information, P.O. Box 234, Rockville, Maryland 20852, and are for sale by the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. The monograph is Publication No.017-024-00547-9 and is priced at $1.35.

Why Spik Doesn't Rhyme with Coqui (NDACTRD)

Purpose: This book of readings is designed to promote a better understanding of various aspects of Puerto Rican culture and thereby to enhance the quality of care received by Puerto Rican clientele.

Background: These papers originally were presented at the first Seminar on Alcoholism and Alcohol Abuse held in Puerto Rico in August 1976. According to Rafael Santos del Valle, Secretary of the Department of Addiction Services in Puerto Rico, the seminar was held to discuss the sociocultural patterns in Puerto Rico. This collection of readings was edited for distribution throughout the National Training System.

Goals: The papers included in "Why Spik Doesn't Rhyme With Coqui" are intended:

- To provide program directors and policymakers with a better understanding of the Puerto Rican culture so that quality care can be provided to Puerto Ricans living on the mainland United States, and through this,
- To enhance understanding that will facilitate the planning and implementation of alcohol programs for this population.

Content: The papers cover four major topics as outlined below.

- Nonverbal Communication--Papers are included which help to promote an awareness of the various aspects of culture, with particular attention given to nonverbal communication and how this is manifested in the Puerto Rican and Anglo-American cultures. The material stresses the cultural differences that justify efforts to change culture channels to enhance cross cultural understanding.
- The Puerto Rican Family--Emphasis is also placed on the concept and dynamics of the family in the Puerto Rican culture.

  The family functions as an informal social security system that provides emotional and economic support to its members, especially in times of crisis.
- Sociocultural Patterns in Alcohol Use and Abuse--These papers provide information on the sociocultural aspects of Puerto Rican life that can affect alcohol use and abuse.
- The Alcoholism Program in Puerto Rico--This material discusses the intervention strategies used in the Puerto Rican alcoholism programs, where sociocultural patterns play an important role in therapy, and explains the rationale on which the Alcoholism Program is based.

Source: This book of readings was submitted to NDACTRD for publication by the Department of Addiction Services in Puerto Rico.

Women in Treatment II (NDACTRD)

Purpose: To assist both female and male counselors and treatment staff workers in understanding the issues involved in treating drug dependent women; to improve their knowledge about patterns of drug use, life stages of women, and special issues and problems affecting women in treatment; to improve their skill in assessing and counseling women clients; and to evolve a conceptual framework for analyzing program components and individual approaches aimed at retaining female clients and enhancing the quality of their treatment experience.

Goals: Among the goals of this course are to assist participants to:

- Become knowledgeable about licit and illicit drug use among women, including the most commonly used drugs and their effects;

- Become aware of the physical, psychological, and sociological factors affecting women at each life stage and their implications for the treatment process;
- Apply specific assessment techniques to the treatment of women with physiological and/or psychological dependencies on drugs and/or alcohol;
- Expand their knowledge of the current treatment approaches and program components critical to attracting and retaining women in treatment and enhancing their treatment experiences;
- Increase their knowledge about and ability to respond to specific issues which are particularly sensitive to women in treatment, including family, physical and sexual assault, child abuse, suicide, health, and sexuality;
- Increase their knowledge about the ability to use community resources to augment the individual counselor's and program's response to the total woman;
- Evolve a personal assessment of their own impact on the treatment of their women clients, including their attitudes and values, treatment biases, and strategies;
- Recognize how racial, cultural, sexual, geographic, and class distinctions impact on individual treatment strategies and approaches.

Training Population: The course is designed for female and male counselors and supervisors of counselors who treat or anticipate treating female clients with drug or alcohol problems. These groups include: drug and alcohol treatment workers, mental health and human services personnel, clergy, nurses and allied health professionals, youth workers, etc. The optimum training population group size is 24 persons.

Pretraining Requirements: Participants should be able to read at the 10th-grade level or above. In addition, they should have previously completed the Counselor Training: Short Term Client Systems course and the Assessment Interviewing for Treatment Planning course, or equivalent courses in basic counseling and treatment planning skills.

Course Content: The following is an outline of session topics in sequence:

- Patterns of Substance Use and Abuse Among Women;
- Women's Life Cycle;
- Life Stress Counseling for Women--Theory;
- Life Stress Counseling for Women--Assessment and Early Interventions;
- Family;
- Suicide;
- Victimization;
- Health and Sexuality;
- Critical Program Components; and
- Personal Principles of Counseling Women.

Methodology: The instructional design combines didactic presentations with experiential learning activities aimed at applying, integrating, and reinforcing the concepts presented. The methods used include individual reading assignments, lectures, guided group discussions, task group exercises, case studies, role plays, and individual worksheets. Resource articles and materials accompany each module, with an additional section of articles devoted specifically to special populations of women, including racial and ethnic minorities and gay women. Attitudinal issues are addressed in each module as a byproduct of the information-sharing, skill-building, and applied work of the course.

Course Materials: Training materials consist of a trainer's manual, a participant manual, and a cassette audiotape.

Trainer Requirements: The course should be presented by a training team having a combination of at least 2 years' experience in training delivery, at least 2 years' in counseling women, and having a sensitivity to and experience with women's issues. A female lead trainer is strongly recommended.

Time Requirements: Five days or 35 hours, with the option of presenting each of the 10 modules as independent units or in varying combinations requiring approximately 3½ hours per module.

Evaluation: Evaluation instruments include:

- Pre- and post-tests;
- Overall course evaluation forms;
- Module-by-module evaluation forms (optional).

You, Youth, and Prevention (NCAE)

Purpose: This course is designed to increase the number and quality of youth-oriented prevention programs that are implemented by alcohol service agencies.

Goals: The course will assist participants in:

- Developing individual concepts of prevention that can be implemented in their own agencies;
- Recognizing and distinguishing among attitudes toward youth, drinking, and youth drinking--those that will impede and those that will promote effective prevention programing;
- Recognizing and distinguishing between interpersonal communication styles that will impede or promote effectiveness in working with youth;
- Identifying and describing a problem focus for a prevention program that responds to identified community needs; and
- Identifying and describing a prevention programing strategy appropriate in achieving the goal(s) of a program to meet these needs.

Training Population: This program is designed for those persons in alcohol service agencies who are responsible for planning and implementing prevention programs for youth. The training is most appropriate for the person who is just starting to plan a prevention program and who has only minimal experience in prevention work with youth. It is presumed that participants will have knowledge of the effects of alcohol use and abuse as a prerequisite for this training program.

Course Content: Subject areas include:

- Exploring Concepts of Prevention;
- Improving Communication With Youth;
- Selecting a Problem Focus; and
- Selecting a Prevention Strategy.

Trainer Requirements: Training skills as well as experience in planning and managing prevention programs are equally important to the successful delivery of this training program. Several of the sessions require considerable skill in direction of role play and simulation activities. Others rely on methods such as group discussion, individual problem solving, lectures, and brainstorming. The package developers suggest presentation by co-trainers or a training team whose combined skills will fulfill both the requirement for subject matter expertise and the need for training skills. Specific suggestions on how to deploy the training staff are included in the refresher material on training techniques (Appendix A).

Methodology: This will involve lecturettes, small and large group discussions and problem-solving exercises, role plays, case study material, and a 16mm film.

Course Materials: These include:

- Planning a Prevention Program: A Handbook for the Youth Worker in an Alcohol Service Agency (participant's take-home reference; also used as a primary resource for trainer preparation);
- Trainer's manual (includes evaluation instruments and masters for handouts and overhead transparencies);
- Session outline cards (notes for trainer use during sessions); and
- A 16mm film (available for rent from the National Audiovisual Center).

Time Requirements: The total training time is 14 hours; sessions are 3½ hours in duration (including short breaks).

The American Council on Education Course Accreditation Process

The American Council on Education (ACE) is a nonprofit membership organization composed of national and regional educational associations and 1,600 institutions of higher education. ACE serves as a major coordinating body for postsecondary education under the leadership of a board of directors.

Within the Council, the Program on Noncollegiate Sponsored Instruction (PNSI) serves to help individuals to obtain academic credit for learning experiences they acquired in nontraditional or noncollegiate settings--i.e., learning acquired outside of the sponsorship of colleges or universities. Examples of noncollegiate organizations sponsoring such learning include business and industry; professional, trade, and voluntary associations; labor unions; and governmental agencies such as the National Institute on Drug Abuse (NIDA).

PNSI helps individuals to obtain this kind of academic credit by recommending the number of college credits that colleges and universities should award for coursework completed in the nontraditional setting. To become eligible for obtaining such a credit recommendation, courses are submitted by the sponsoring organization to ACE for a formal review.

PNSI is based on the philosophy that granting academic credit for quality educational programs conducted by noncollegiate organizations is a sound educational practice for colleges and universities, providing that the courses are appropriate for an individual's educational program. It is ACE's experience, furthermore, that the award of credit for prior learning will, in many cases, motivate students to enroll in formal postsecondary programs of study.

In short, ACE advocates the full and effective use of all educational resources as a worthy educational and social goal. This statement is in agreement with the NTS philosophy that promotes the establishment of professional development options for drug abuse workers, many of whom acquire their expertise in drug abuse through job-related training and other alternative kinds of learning experiences.

As a result of this thinking, course accreditation has become increasingly important over the last few years within the NTS. It has now become a critical element in NIDA's strategy of linking effective training technology with the need for professional recognition of drug abuse workers, licensing and accreditation requirements for drug abuse programs, and ultimately, with the provision of quality services to drug abuse clients. With the increasing demand on local, State, and Federal drug abuse entities for developing more systematic ways of determining the quality of services, drug abuse workers must be assured that the training they receive will contribute to their professional recognition in the field and to their personal efforts in the area of professional development, such as pursuit of higher education or professional certification. Drug abuse programs, on their part, must be assured that training strategies for workers are appropriate to State credentialing criteria and that they contribute to program efforts to obtain funding for client services through third-party reimbursement. Finally, all of the individuals and organizations concerned with drug abuse need to be assured that training is of the highest possible quality (and is recognized as such) to ensure that drug abuse clients receive quality services that are delivered by component workers.

Thus, the establishment of course accreditation is in accordance with the increasing sophistication of the NTS in terms of its capability to provide comprehensive training to the Nation's drug abuse workers.

Recognizing the above needs, NIDA, through the Career Development Center (CDC), in 1976 began discussions with ACE to move toward institutionalizing some of its training courses through higher education. The Manpower and Training Branch reasoned that drug abuse workers at all levels--particularly the experience-based professional--would benefit from such an approach. The ACE review process has been ongoing since that time, with the result that more than 20 NDACTRD-developed courses have been reviewed by ACE and recommended for credit.

Currently, more than 1,200 colleges and universities in the Nation have established a policy of granting credit for noncollegiate-sponsored instruction. Thus, many of these institutions offer academic credit equivalencies to students seeking such credit for having participated in NTS training courses.

(A list of the NTS courses recommended for credit by ACE and a list of the colleges and universities participating in the PNSI program appear in the next two sections of this book.)

The ACE Course Review Process

Noncollegiate institutions whose primary focus is not education and which offer courses to their employees or members are eligible to submit educational courses to ACE for review. Only courses conducted on a formal basis and with official approval of the sponsoring organization are considered for review. Informal on-the-job training and job experience are not reviewed.

Courses are selected for review based on two types of considerations: 1) the needs of the NTS (i.e., Which courses would be the most useful when credit recommendations are established? How many workers in various types of work settings would return to college to acquire additional academic training?); and 2) ACE criteria, such as those regarding organizational priorities, trainer selection procedures, course length, courses having content comparable to college-level materials, etc.

After courses have been selected for review, the evaluation process itself begins. This process is divided into five phases:

- Supplying information for the review. This phase consists of the NTS supplying ACE with information about each course to be reviewed, the administration of educational activities, and descriptions of each course to appear in the ACE guide called the *National Guide to Credit Recommendations for Noncollegiate Courses*.
- Scheduling the site visit. A site visit is scheduled at the training site of the sponsoring organization. Several courses may be reviewed in one visit lasting about 2 days.
- Assembling the review team. ACE assembles a review team of approximately three members. Reviewers may be recommended by NTS components, accrediting associations, professional societies, postsecondary institutions, etc.
- Preparation of materials for course review. This phase includes assembling copies of all materials associated with the courses under review (including a course syllabus, instructional materials, audiovisual aids, etc.), and information on the qualifications of trainees and trainers, techniques used to evaluate student performance, and the duration of training.
- The evaluation session. The review takes place in the offices of NDACTRD or in another appropriate setting. After presentations by ACE and NTS representatives, the review team examines each course to be reviewed, deciding whether or not to recommend a course for credit, and determining the amount and category of credit to be recommended. Credits may be awarded in the categories of vocational certification, lower-division baccalaureate/associate degree, upper division baccalaureate, or graduate.

Linking Training to Higher Education

ACE credit recommendations provide a strong link between the NTS' training and education program and the Nation's colleges and universities and serve as the foundation for NTS course accreditation efforts. The course accreditation process has resulted in increased professional development strategies for workers in the drug abuse field.

NTS course accreditation efforts continue. NTS keeps it credit recommendations current in accordance with ACE procedures and conducts a quality assurance plan in support of the ACE credit recommendations.

Further information on the policies, procedures, or operations of ACE may be obtained by contacting:

The American Council on Education
Office on Educational Credit and Credentials
One Dupont Circle, N.W.
Washington, D.C. 20036
(202) 833-4770

NTS Courses Recommended for Credit by the American Council on Education

The following National Training System and National Center for Alcohol Education courses have been recommended by the American Council on Education for college credit. Courses are arranged alphabetically.

NDAC/STATE DEVELOPED COURSES

*Assessment Interviewing for Treatment Planning
*Basic Management Skills
*Basic Management Skills (Revised)
*Basic Substance Abuse--Counselor's Training Program--Indiana
Clinical Supervision (Supervision of Clinical Counselors)--New York
Community-Based Prevention Specialist
*Confidentiality of Alcohol and Drug Abuse Patient Records
*Counselor Training: Short Term Client Systems
Drug Abuse: Fundamental Facts and Insights
Drug Abuse Prevention in the Family--Oklahoma
*Drugs in Perspective
Family Counselor Development Project (Family Counseling)--New York
Family Therapy with Substance Abusers--Colorado
General Pharmacology (Pharmacology of Abused Substances)--Michigan
Group Counseling: A Focus on Group Process (Group Process)--New York
*Group Facilitators' Training Package--Illinois
Group Process and Growth--Michigan
Individual Counseling--Michigan
Interfacing Drug Abuse Treatment with the Criminal Justice System
Justice-Treatment Interface: A Cross Discipline Training Course
Kansas Core Knowledge on Chemical Dependencies (Drug and Alcohol Abuse)--Kansas
Making a Difference with Youth
Monitoring Substance Abuse Through on-site Urinalysis--Syva Corporation
Parenting Skills--New York
Polydrug Abuse Among the Elderly/Polydrug Use Among Women--California
Prevention: A Course for Local Program Survival
*Prevention Program Management
Prevention: Working with Schools
Residential Treatment Managers
Sexuality Issues in Substance Abuse and Treatment--New York
Socio-Cultural Considerations Regarding Addiction--Michigan
*Staff Burnout
*Supervision (Clinical Supervision)
*Training of Trainers
Utah Client Management Course (Orientation to Client Management)--Utah
*Vocational Rehabilitation in the Treatment Setting
Women in Treatment: Issues and Approaches
Women in Treatment II
Working with Adolescents--New York

NCAE COURSES

Counseling Alcoholic Clients (Individual Counseling)
Group Skills for Alcoholism Counselors (Group Counselors)
Management Skills (Management of Community Services)
Planning Alcoholism Services
Training Alcoholism Trainers (Training Techniques for Group Trainers)
Services for Alcoholic Women/Planning Alcoholism Services (Planning and Assessing Alcoholic Services)

*These courses are available from the Government Printing Office for a nominal fee. For more information, write to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402.

Federal Agency Resource List

Several Federal Agencies operate, support, or provide assistance for drug abuse manpower training programs. Although the following list is not exhaustive, it does provide entry points for inquiries to several of the major support systems.

CENTER FOR MULTICULTURAL AWARENESS (CMA)
2924 Columbia Pike
Arlington, VA 22204
(703) 979-0100
Outside of Washington, D.C., Metropolitan Area--
(800) 336-4935

The Center addresses the need for drug abuse prevention resources (information, materials, training, and technical assistance) relevant to minority audiences, including Native Americans, blacks, Asian-Americans, Pacific Islanders, Puerto Ricans, and Mexican Americans. Supported by NIDA's Prevention Branch, CMA's program was planned by, and is currently staffed by, representatives of various minority groups. Activities include the development, field testing, and dissemination of brochures stressing the cultural strengths of each group, and screening and evaluation of existing materials. The Center has initiated a training program for prevention consultants to work with minority groups. In addition, the Center provides training and technical assistance to State and drug agencies and tribal governments on multicultural prevention programming issues.

NATIONAL AUDIOVISUAL CENTER (NAC)
General Services Administration
Reference Section
Washington, DC 20409
(301) 763-1896

This clearinghouse provides information on Government-produced audiovisual materials. The Center also serves as distributor of some audiovisual materials which are available to the public for sale and rent.

NATIONAL CENTER FOR ALCOHOL EDUCATION (NCAE)
1601 North Kent Street, 10th Floor
Arlington, VA 22209
(703) 527-5757

The National Center for Alcohol Education was established by the National Institute on Alcohol Abuse and Alcoholism in 1973. Since then, the Center has developed model training and educational materials, provided field support services to the States, collaborated with NDACTRD on mutual tasks, and engaged in long-range planning to increase NIAAA and NCAE impact on alcohol-related problems. NCAE publishes a range of skill development course offerings for different audiences, including workers in alcoholism and other service delivery systems. It also produces primary prevention packages for parents of young children, blacks, and women to foster responsible decisions about drinking. In addition, NCAE works directly with State Alcoholism Authorities to identify and meet manpower needs through trainer development activities and workshops, and through the development of linkages with public institutions of higher education that serve as resources to the States.

NATIONAL CLEARINGHOUSE FOR ALCOHOL INFORMATION (NCALI)
P.O. Box 2345
Rockville, MD 20852
(301) 468-2600

The Clearinghouse was established by NIAAA in 1971 to serve as an information center for alcohol and alcohol-related publications in the United States. The Center collects, publishes, and distributes articles, pamphlets, and brochures to those involved in alcohol treatment, prevention, rehabilitation, and research at paraprofessional and professional levels, as well as to the general public.

The Center provides a computerized reference search service with more than 40,000 documents. It also publishes a newsletter called "NIAAA Information and Feature Service," in which updated alcohol information is distributed on a monthly basis.

NATIONAL CLEARINGHOUSE FOR DRUG ABUSE INFORMATION (NCDAI)
Room 10A53, Parklawn Building
5600 Fishers Lane
Rockville, MD 20857
(301) 443-6500

The National Clearinghouse for Drug Abuse Information is the major information center of the National Institute on Drug Abuse. It serves the general and scientific public by answering questions on a wide range of issues, including prevention and treatment. The NIDA Resource Center, operated by the Clearinghouse, has over 7,500 titles on topics from drug chromatography to decisionmaking. The Resource Center also offers professional journals and magazines relevant to the drug abuse field, plus an extensive collection of educational films. The Clearinghouse also operates the Drug Abuse Communications Network (DRACON), an outreach service that supports drug information centers nationwide.

NATIONAL CLEARINGHOUSE FOR MENTAL HEALTH INFORMATION (NCMHI)
Room 11A21, Parklawn Building
5600 Fishers Lane
Rockville, MD 20857
(301) 443-4513

The National Clearinghouse for Mental Health Information provides a central information resource on the many complex factors involved in mental illness and mental health. NCMHI's computer data base is worldwide and includes journals, special published reports, and documents from 44 different countries, written in 21 languages. In 1973 the information base was enriched through input of multimedia materials. There are 365,000 abstracts available to professionals. More than 10,000 scientific inquires are processed yearly. The NCMHI maintains an active publication program and provides technical consultation on the development and use of information services. In addition, the Clearinghouse includes a library with a collection of 600 mental health journals and 6,000 recent books on mental health.

PYRAMID PROJECT--PACIFIC INSTITUTE FOR RESEARCH AND EVALUATION
3746 Mount Diablo Boulevard
Suite 200
Lafayette, CA 94549

7101 Wisconsin Avenue
Suite 1066
Bethesda, MD 20014

(800) 227-0438 outside California
(415) 939-6666 within California

The Pyramid Project helps local prevention programs develop prevention activities which are responsive both in design and operation to the special needs of the communities they serve. Supported by NIDA's Prevention Branch, the Pyramid Project provides this assistance to community prevention programers through the use of a pool of expert consultants specializing in program planning, community action, training, youth programs, alternatives, organizational development, and evaluation. The services of Pyramid are available to State and local program personnel requesting assistance in these areas. In addition, Pyramid maintains a collection of prevention materials obtained from the prevention field. These materials are available free of charge upon request.

UNITED STATES DEPARTMENT OF EDUCATION (USDE)
Alcohol and Drug Abuse Education Program
400 Maryland Avenue, S.W.
Room 2047
Washington, DC 20202
(202) 245-7292

The USDE Program offers specialized drug and alcohol abuse prevention training and technical assistance to school and community leadership teams through a national system of five regional training resource centers located in California, Texas, New York, Florida, and Illinois.

Colleges and Universities Participating in the ACE Approved Credit Recommendations Program

The following constitutes an updated list (as of August 1980) of the more than 1,200 academic institutions in the United States granting credit or having adopted a policy to grant credit for noncollegiate-sponsored coursework based on the recommendations of the American Council on Education's Program on Noncollegiate Sponsored Instruction.

The list is organized by State, with the colleges and universities appearing alphabetically within each State entry. The college name is followed by the college's city or town and a code number (1) through (8). The code number refers to the source that reported that the academic institution grants credit or has adopted a policy to grant credit.

Key To Codes

(1) Information was received from Program on Noncollegiate Sponsored Instruction questionnaire.

(2) Information was received from student.

(3) Information was received from organization.

(4) Information was received from telephone contact, correspondence, or brochures from institution.

(5) Information was received from formal assessment of New York institutions conducted by the New York Office on Noncollegiate Sponsored Instruction.

(6) Information was received from California Office on Noncollegiate Sponsored Instruction.

(7) Information was received from a survey conducted by the U.S. Postal Service Training and Development Institute (1978).

(8) Information was received from an ACE survey conducted in January 1979 of colleges and universities on their use of the National Guide to Educational Credit for Training Programs.

Alabama

Alabama A&M University, Normal (8)
Alabama Christian College, Montgomery (8)
Alabama State University, Montgomery (8)
Athens State College, Athens (7,8)
Auburn University at Montgomery (1,7)
Gadsden State Junior College, Gadsden (1,7,8)
John C. Calhoun State Community College, Decatur (7)
Livingston University, Livingston (1,8)
Lurleen B. Wallace State Junior College, Andalusia (8)
Mobile College, Mobile (7)
Northeastern Alabama State Junior College, Rainsville (8)
Snead State Junior College, Boaz (7,8)
Southern Vocational College, Tuskegee (8)
Spring Hill College, Mobile (7)
Troy State University in Montgomery (7)
Troy State University in Phoenix City (3)
University of Alabama, Birmingham (1,8)
University of Alabama, External Degree Program, University (1)
University of Alabama in Huntsville (8)
University of Montevallo, Montevallo (5)
University of North Alabama, Florence (8)

Alaska

Alaska Pacific University, Anchorage (8)
Inupiate University of the Arctic, Barrow (8)
Sheldon Jackson College, Sitka (7,8)
University of Alaska, Anchorage (3)
University of Alaska, Southeastern Senior College, Juneau (8)

Arizona

Arizona Western College, Yuma (7)
Central Arizona College, Coolidge (8)
Cochise College, Douglas (1,8)
Glendale Community College, Glendale (8)
Maricopa County Community College District, Phoenix (7)
Maricopa Technical Community College, Phoenix (7,8)

Mohave Community College, Kingman (8)
Navajo Community College, Tsaile (8)
Northland Pioneer College, Holbrook (8)
Ottowa University, College Without Walls, Phoenix (4)
Pima Community College, Tucson (1,8)
Southwest Baptist Bible College, Phoenix (8)
University of Arizona, Tucson (5)
Yavapai College, Prescott (8)

Arkansas

Arkansas College, Batesville (8)
Arkansas State University, Main Campus (8)
Arkansas Technical University, Russellville (8)
College of the Ozarks, Clarksville (7)
East Arkansas Community College, Forest City (8)
Harding College, Main Campus, Searcy (7,8)
Henderson State University, Arkadelphia (7,8)
Hendrix College, Conway (8)
John Brown University, Siloam Springs (7,8)
Mississippi County Community College, Blytheville (7,8)
University of Arkansas at Little Rock (2,8)
University of Arkansas at Monticello (7,8)
Westark Community College, Fort Smith (8)

California

Allan Hancock College, Santa Maria (7,8)
American River College, Sacramento (8)
Antelope Valley College, Lancaster (8)
Armstrong College, Berkeley (8)
Azusa Pacific College, Azusa (8)
Barstow College, Barstow (8)
Biola College, LaMirada (8)
Cabrillo College, Aptos (8)
California Baptist College, Riverside (7)
California Institute of Arts, Valencia (8)
California Lutheran College, Thousand Oaks (8)
California State College, Bakersfield (1,8)
California State College, Dominquez Hills (2)
California State College, San Bernardino (1,8)
California State College, Stanislaus (1)
California State Polytechnic University, Pomona (8)
California State Polytechnic University, San Luis Obispo (1,8)
California State University, Fullerton (7)
California State University, Hayward (3,8)
California State University, Sacramento (4,8)
California State University and Colleges, Long Beach (4,7,8)
Center for Early Education, Los Angeles (8)
Chapman College, Orange (1)
Coast Community College, Costa Mesa (3)
Coastline Community College, Fountain Valley (7,8)
Cogswell College, San Francisco (7,8)
College of the Canyons, Valencia (7,8)
College of San Mateo, San Mateo (8)
College of the Sequoias, Visalia (8)
Compton Community College, Compton (7,8)
Cosumnes River College, Sacramento (7,8)
DeAnza College, Cupertino (7,8)
Dominican College of San Rafael (8)
Don Bosco Technical Institute, Rosemead (7,8)
El Camino College, Los Angeles (3)
Foothill College, Los Altos Hills (8)
Fresno Pacific College, Fresno (8)
Gavilan College, Gilroy (7)
Golden Gate University, San Francisco (1,8)
Golden West College, Huntington Beach (6,7,8)
Hartwell College, Salinas (7)
Heald Engineering College, San Francisco (8)
Immaculate Heart College, Los Angeles (7)
Indian Valley Colleges, Novato (7,8)
John F. Kennedy University, Orinda (7,8)
Long Beach City College, Long Beach (8)
Los Angeles Community College, Los Angeles (7)
Los Angeles Community College Overseas, Los Angeles (7)
Los Angeles Harbor College, Wilmington (8)
Los Angeles Mission College, San Fernando (8)
Los Angeles Trade-Technical College, Los Angeles (3,8)
Los Angeles Valley College, Van Nuys (8)
Los Medanos College, Pittsburgh (7,8)
Mendocino College, Ukiah (8)
Menlo College, Menlo Park (8)
Merritt College, Oakland (7)
Mira Costa College, Oceanside (7,8)
Miramar College, San Diego (3)
Monterey Institute for Foreign Studies (8)
Mount Saint Mary's College, Los Angeles (8)
Napa College, Napa (8)
National University, San Diego (7,8)

Ohlone College, Fremont (8)
Pacific Christian College, Fullerton (7,8)
Pacific College, Fresno (7)
Pacific School of Religion, Berkeley (8)
Pacific Union College, Angwin (8)
Palomar Community College, San Marcos (8)
Pasadena City College, Pasadena (7,9)
Pepperdine University, Malibu (4,8)
Point Loma College, San Diego (8)
Questa Valley, San Luis Obispo (8)
Rio Hondo College, Whittier (8)
Sacramento City College, Sacramento (8)
Saddleback Community College, Mission Viejo (8)
San Diego City College, San Diego (8)
San Diego Community College, Evening College, San Diego (7)
San Diego State University, San Diego (2,8)
San Francisco Art Institute, San Francisco (7)
San Francisco Conservatory of Music, San Francisco (8)
San Francisco State University, San Francisco (8)
San Joaquin Delta College, Stockton (1,7,8)
Santa Ana College, Santa Ana (6,7,8)
Santa Monica College, Santa Monica (7)
Santa Rosa Junior College, Santa Rosa (8)
Skyline College, San Bruno (8)
Sonoma State College, Rohnert (1)
Southern California College, Costa Mesa (7,8)
Southern California College of Optometry, Fullerton (8)
Southwest Junior College, Los Angeles (2)
St. Mary's College of California, Moraga (6,7)
United States International University, San Diego (7,8)
University of LaVerne, LaVerne (8)
University of the Pacific, Stockton (7,8)
University of Redlands, Redlands (1,8)
University of San Francisco, San Francisco (6,8)
University of Southern California, Los Angeles (1)
University of Southern California, Long Beach (1)
Ventura College, Ventura (3)
West Coast Bible College, Fresno (7,8)
West Coast University, Los Angeles (1)
West Hills College, Coalinga (7)
Western State University College of Law, Orange County, Fullerton (8)
Westmont College, Santa Barbara (7,8)
Whittier College, Whittier (3,7,8)
Woodbury College, Los Angeles (3)
Yuba College, Marysville (1,8)

Colorado

Adam State College, Alamosa (8)
Aims Community College, Greeley (7)
Arapahoe Community College, Littleton (7)
Colorado Mountain College, Leadville (8)
Colorado Technical College, Colorado Springs (7,8)
Community College of Denver, Red Rocks Campus, Golden (1,8)
El Paso Community College, Colorado Springs (1)
Fort Lewis College, Durango (8)
Iliff School of Theology, Denver (8)
Lamar Community College, Lamar (7)
Loretto Heights College, Denver (7)
Mesa College, Grand Junction (1,7,8)
Northeastern Junior College, Sterling (7)
Otero Junior College, LaJunta (7)
Pikes Pike Community College, Colorado Springs (8)
Regis College, Denver (8)
Rockmont College, Denver (8)
Trinidad State Junior College, Trinidad (8)
University of Denver, Denver (7,8)

Connecticut

Asnuntuck Community College, Enfield (1,7)
Bridgeport Engineering Institute, Bridgeport (7)
Connecticut College, New London (7,8)
Eastern Connecticut State College, Willimantic (8)
Greater Hartford Community College, Hartford (7)
Housatonic Regional Community College, Bridgeport (8)
Manchester Community College, Manchester (7,8)
Middlesex Community College, Middletown (8)
Mohegan Community College, Norwich (8)
Northwestern Connecticut Community College, Winsted (7)
Norwalk Community College, Norwalk (7,8)
Post College, Waterbury (1)
Quinebaug Valley Community College, Danielson (8)
Sacred Heart University, Bridgeport (1)
South Central Community College, New Haven (7,8)
St. Joseph College, West Hartford (7)
State Board of Academic Awards (2)
Tunxis Community College, Farmington (8)
University of Connecticut (3)
Waterbury State Technical College, Waterbury (8)
Western Connecticut State College, Danbury (7)

Delaware

Brandywine College, Wilmington (7)
Delaware Technical and Community College, Terry Campus, Dover (8)
Wilmington College, New Castle (3,8)

District of Columbia

American University (4)
George Washington University (1,7,8)
Southeastern University (1,2,7)
Strayer College (8)
University of the District of Columbia, Van Ness Campus (1)
Washington International College (1,7,8)

Florida

Biscayne College, Miami (8)
Broward Community College, Ft. Lauderdale (8)
Clearwater Christian College, Clearwater (8)
Daytona Beach Community College, Daytona Beach (7)
Eckerd College, St. Petersburg (8)
Embry-Riddle Aeronautical University, Daytona Beach (1)
Flagler College, St. Augustine (8)
Florida College, Temple Terrace (7)
Florida International University, Miami (1)
Florida Junior College at Jacksonville (4,8)
Florida Keys Community College, Key West (7,8)
Florida State University, Tallahassee (3,7)
Florida Technical University, Orlando (7)
Ft. Lauderdale College, Ft. Lauderdale (7)
Gulf Coast Community College, Panama City (3)
Hillsborough Community College, Plant City (3)
Jones College, Jacksonville (7)
Lake City Community College, Lake City (8)
Miami Christian College, Miami (8)
Miami-Dade Community College, Miami (2,8)
Miami Education Consortium, Miami (3)
Nova University, Ft. Lauderdale (5,7,8)
Okaloosa-Walton Junior College, Niceville (8)
Pensacola Junior College, Pensacola (1,8)
St. John Vianney College Seminary, Miami (8)
St. Leo College, St. Leo (1,2,3,7,8)
St. Petersburg Junior College, St. Petersburg (3)
Tallahassee Community College, Tallahassee (7)
Tampa College, Tampa (8)
University of Tampa, Tampa (5,8)
University of West Florida, Pensacola (8)
Warner Southern College, Lake Wales (8)

Georgia

Albany Junior College, Albany (8)
Armstrong State College, Savannah (3)
Atlanta Christian College, East Point (7,8)
Berry College, Mount Berry (7,8)
Brenau College, Gainesville (7,8)
Brewton-Parker College, Mt. Vernon (8)
Brunswick Junior College, Brunswick (8)
Columbus College, Columbus (4,7,8)
Dalton Junior College, Dalton (7)
DeKalb Community College, Clarkston (3,8)
Gainesville Junior College, Gainesville (7,8)
Georgia College, Milledgeville (7,8)
Georgia Military College, Milledgeville (7,8)
Georgia State University, Atlanta (8)
Kennesaw College, Marietta (3)
LaGrange College, LaGrange (7,8)
Medical College of Georgia, Augusta (7)
Mercer University in Atlanta (7,8)
Mercer University, Main Campus, Macon (8)
Middle Georgia College, Cochran (7,8)
Paine College, Augusta (7)
Savannah State College, Savannah (8)
South Georgia College, Douglas (8)
Toccoa Falls College, Toccoa Falls (7)
Truett McConnell College, Cleveland (8)
University of Georgia, Athens (7)
Waycross Junior College, Waycross (8)

Hawaii

Hawaii Loa College, Kaneohe (8)
Hawaii Pacific College, Honolulu (8)
University of Hawaii, Honolulu Community College (3,7,8)

University of Hawaii, Leeward Community College, Pearl City (4,7,8)
University of Hawaii, Maui Community College, Kahului (8)

Idaho

College of Southern Idaho, Twin Falls (8)
Idaho State University, Pocatello (7)
Lewis-Clark State College, Lewiston (8)
North Idaho College, Coeur D'Alene (3)

Illinois

Aero-Space Institute, Chicago (8)
Aurora College, Aurora (8)
Barat College, Lake Forest (7)
Belleville Area College, Belleville (7)
Black Hawk College, East Campus, Kenwanee (1)
Black Hawk College, Quad-Cities Campus, Moline (1,8)
Carl Sandburg College, Galesburg (8)
City Colleges of Chicago, City-Wide College (1,8)
City Colleges of Chicago, Olive-Harvey College (7)
City Colleges of Chicago, Wright College (2)
College of DuPage, Glen Ellyn (7)
Danville Junior College, Danville (7)
Elmhurst College, Elmhurst (1)
Eureka College, Eureka (8)
George Williams College, Downers Grove (1,7,8)
Governors State University, Park Forest South (1,7,8)
Greenville College, Greenville (7,8)
Highland Community College, Freeport (8)
Illinois Benedictine College, Lisle (1,8)
Illinois Central, East Peoria (3)
Illinois Eastern Community College, Frontier Community College, Fairfield (8)
Illinois Eastern Community College, Olney (7)
Eastern Community College, Wabash Valley College, Mt. Carmel (8)
John Wood Community College, Quincy (7,8)
Joliet Junior College, Joliet (8)
Judson College, Elgin (8)
Kankakee Community College, Kankakee (7,8)
Kaskaskia College, Centralia (3,8)
Kishwaukee College, Malta (1,7,8)
Know College, Galesburg (7,8)
Lewis and Clark Community College, Godfrey (5)
Lewis University, Romeoville (8)
MacMurray College, Jacksonville (2,3,7,8)
McHenry Community College, Crystal Lake (1,7,8)
Moraine Valley Community College, Palos Hills (8)
Mundelein College, Chicago (5)
National College of Chiropractic, Lombard (7)
National College of Education, Main Campus, Evanston (8)
Native American Education Services, Chicago (8)
North Park College and Theological Seminary, Chicago (8)
Oakton Community College, Morton Grove (3)
Olivet Nazarene College, Kankakee (8)
Parkland College, Champaign (7,8)
Quincy College, Quincy (8)
Rend Lake College, Ina (8)
Rock Valley College, Rockford (1,7,8)
Rockford College, Rockford (7)
Sangamon State University, Springfield (5,7,8)
Sauk Valley College, Dixon (7)
Seabury-Western Theological Seminary, Evanston (8)
Shimer College, Mount Carroll (7)
Southeastern Illinois College, Harrisburg (7)
Southern Illinois University at Edwardsville (8)
Springfield College in Illinois (8)
State Community College, East St. Louis (8)
Trinity Christian College, Palos Heights (8)
Trinity College, Deerfield (8)
Waubonsee Community College, Sugar Grove (2,8)
Western Illinois University (1,2,4,8)
William Rainey Harper College, Palatine (1,7,8)
Oakton Community College, Morton Grove (3)

Indiana

Ancilla Domini College, Donaldson (7,8)
Anderson College, Anderson (8)
Ball State University, Muncie (1,8)
Butler University, Indianapolis (7,8)
Calumet College, Whiting (1)
Clark College, Indianapolis (8)
Concordia Theological Seminary, Fort Wayne (8)

DePauw University, Greencastle (7)
Franklin College of Indiana, Franklin (7,8)
Ft. Wayne Bible College, Ft. Wayne (8)
Goshen College, Goshen (8)
Grace College, Winona Lake (8)
Huntington College, Huntington (8)
Indiana Central University, Indianapolis (2,8)
Indiana Institute of Technology, Ft. Wayne (7,8)
Indiana Northern Graduate School of Professional Management, Marion (7)
Indiana State University, Main Campus, Terre Haute (8)
Indiana University, Bloomington (1,8)
Indiana University, South Bend (7,8)
Indiana University Southeast, New Albany (2,8)
Indiana Vocational Technical College, Indianapolis (7,8)
Indiana Vocational Technical College, Kokomo (8)
Indiana Vocational Technical College, Sellersburg (8)
Lockyear College, Evansville (8)
Marion College, Marion (7)
Northwood Institute, W. Baden (7)
Oakland City College, Oakland City (8)
Purdue University, Fort Wayne (8)
Purdue University, Main Campus, Lafayette (8)
St. Mary's College, Notre Dame (8)
St. Mary-of-the-Woods College (5,8)
St. Meinrad College, St. Meinrad (7)
University of Evansville, College of Alternative Programs (1,8)
Vincennes University, Vincennes (1,8)

Iowa

Briar Cliff College, Sioux City (1,8)
Buena Vista College, Storm Lake (7,8)
Coe College, Cedar Rapids (8)
Des Moines Area Community College, Ankeny (5,8)
Drake University, Des Moines (1,3,8)
Graceland College, Lamoni (3,7)
Grand View College, Des Moines (7)
Iowa Lakes Community College, North Campus, Estherville (7)
Iowa Lakes Community College, South Campus, Emmetsburg (7)
Iowa Wesleyan College, Mt. Pleasant (8)
Loras College, Dubuque (1)
Luther College, Decorah (8)
Marshalltown Community College (7)
Marycrest College, Davenport (8)
Morningside College, Sioux City (1)
Mount Mercy College, Cedar Rapids (8)
Muscatine Community College, Muscatine (7)
Plamer Junior College, Davenport (8)
St. Ambrose College, Davenport (8)
University of Dubuque (7,8)
University of Iowa, Iowa City (8)
University of Northern Iowa, Cedar Falls (8)
Upper Iowa University, Fayette (5,7)
Wartburg College, Waverly (8)
Westmar College, LeMars (7)
William Penn College, Oskaloosa (8)

Kansas

Bethany College, Lindsborg (7,8)
Bethel College, North Newton (8)
Cloud County Community Junior College, Concordia (8)
Coffeyville Community Junior College (7)
Colby Community College, Colby (8)
Cowley County Community College, Arkansas City (7,8)
Emporia State University, Emporia (3,7,8)
Friends University, Wichita (8)
Ft. Hays Kansas State College, Hays (8)
Ft. Scott Community Junior College (7,8)
Haskell Indian Junior College, Lawrence (8)
Highland Community Junior College (8)
Johnson County Community Junior College, Overland Park (1,2,7)
Kansas City Kansas Community Junior College (7)
Kansas Newman College, Wichita (7)
Kansas State University of Agriculture and Applied Science, Manhattan (3,8)
McPherson College, McPherson (8)
Mid-American Nazarene College, Olathe (8)
Ottawa University, Ottawa (4,7,8)
Pittsburgh State University, Pittsburgh (8)
Southwestern College, Winfield (7,8)
St. John's College, Winfield (8)
Sterling College, Sterling (8)
Tabor College, Hillsboro (8)
Neosho County Community Junior College

Kentucky

Asbury College, Wilmore (7)
Bellarmine College, Louisville (7,8)
Brescia College, Owensboro (7,8)
Cumberland College, Williamsburg (7,8)
Kentucky Wesleyan College, Owensboro (7,8)
Louisville Presbyterian Theological Seminary, Louisville (8)
Morehead State University, Morehead (8)
Murray State University, Murray (1,7,8)
Northern Kentucky University, Highland Heights (3)
Seminary of St. Pius X, Erlanger (8)
St. Catharine College, St. Catharine (8)
Sue Bennett College, London (7,8)
Thomas More College, Fort Mitchell (3)
Transylvania University, Lexington (8)
Watterson College, Louisville (8)

Louisiana

Centenary College of Louisiana, Shreveport (8)
Delgado College, New Orleans (7)
Dominican College, New Orleans (3)
Grambling State University, Grambling (7)
Louisiana College, Pineville (1,7,8)
Louisiana Technical University, Ruston (7,8)
McNesse State University, Lake Charles (7)
Northwestern State University of Louisiana, Natchitoches (7,8)
Our Lady of Holy Cross College, New Orleans (8)
Southern University Agricultural and Mechanical College, Main Campus, Baton Rouge (8)
St. Joseph Seminary College, St. Benedict (7,8)
University of New Orleans (8)
University of Southwestern Louisiana, Lafayette (7,8)

Maine

Husson College, Bangor (8)
Nasson College, Springvale (3)
Thomas College, Waterville (7,8)
University of Maine at Augusta (1)
University of Maine at Fort Kent (8)
University of Maine at Machias (8)
University of Maine at Portland-Forham, Portland (2,7)
Westbrook College, Portland (8)

Maryland

Anne Arundel Community College, Arnold (1,8)
Capitol Institute of Technology, Kensington (7)
Charles County Community College, LaPlata (7)
Chesapeake College, Wye Mills (1,8)
College of Notre Dame of Maryland, Baltimore (1,7,8)
Columbia Union College, Takoma Park (1)
Community College of Baltimore (1,8)
Dundalk Community College, Baltimore (8)
Essex Community College, Baltimore County (1)
Frederick Community College (1,7,8)
Hagerstown Junior College, Hagerstown (1,8)
Harford Community College, Bel Air (1,7,8)
Hood College, Frederick (7,8)
Howard Community College, Columbia (4,7,8)
Loyola College, Baltimore (1,8)
Maryland Institute College of Art, Baltimore (8)
Montgomery College, Germantown Campus (8)
Montgomery College, Rockville Campus (1)
Montgomery College, Takoma Park Campus (7,8)
Morgan State University, Baltimore (7)
Mount St. Mary's College, Emmitsburg (1,7,8)
Prince George's Community College, Largo (1)
Salisbury State College, Salisbury (1)
St. Mary's College of Maryland (1,8)
St. Mary's Seminary and University, Baltimore (8)
Towson State University, Baltimore (1)
University of Maryland, College Park Campus (4,7)
University of Maryland, University College, College Park (2,8)
Washington College, Chestertown (8)

Massachusetts

Atlantic Union College, South Lancaster (7)
Bentley College, Waltham (4)
Berkshire Christian College, Lenox (7)
Berkshire Community College, Pittsfield (7)
Boston College, Metropolitan College (7)

Boston State College, Boston (2,3)
Boston University, Boston (5)
Bristol Community College, Falls River (7,8)
Bunker Hill Community College, Charlestown (7,8)
Cape Cod Community College, West Barnstable (2,7,8)
Curry College, Milton (1,8)
Dean Junior College, Franklin (7,8)
Fisher Junior College, Boston (8)
Fitchburg State College, Fitchburg (8)
Franklin Institute of Boston (1)
Greenfield Community College, Greenfield (5,8)
Holyoke Community College, Holyoke (1,7,8)
Massachusetts College of Art, Boston (8)
Massachusetts Maritime Academy, Buzzards Bay (1,7)
Middlesex Community College, Bedford (7)
Mount Ida Junior College, Newton Centre (8)
Mount Wachusett Community College, Beverly (7,8)
Northeastern University, Boston (7)
Quincy Junior College, Quincy (3,8)
Quinsigamond Community College, Worcester (5)
Salem State College, Salem (7,8)
Southeastern Massachusetts University, North Dartmouth (8)
University of Massachusetts, Amherst Campus (8)
Wentworth Institute of Technology, Boston (8)
Western New England College, Springfield (7,8)
Westfield State College, Westfield (7,8)
Worcester State College, Worcester (7,8)

Michigan

Alma College, Alma (3,7,8)
Alpena Community College, Alpena (1,7,8)
Andrews University, Berrien Spring (8)
Aquinas College, Grand Rapids (8)
Calvin College, Grand Rapids (8)
Concordia College, Ann Arbor (7)
Delta College, University Center (7,8)
Detroit College of Business, Dearborn (7,8)
Eastern Michigan University, Ypsilanti (3,7,8)
Ferris State College, Big Rapids (1)
Glen Oaks Community College, Centerville (7,8)
Grand Valley State College, Allendale (8)
Highland Park Community College, Highland Park (7)
Hillsdale College, Hillsdale (7,8)
Hope College, Holland (7,8)
Jackson Community College, Jackson (3,7)
John Wesley College, Owosso (8)
Kalamazoo Valley Community College, Kalamazoo (3,7,8)
Kellogg Community College, Battle Creek (8)
Kirtland Community College, Lake Michigan College, Benton Harbor (7,8)
Lake Superior State College, Salt St. Marie (8)
Lansing Community College, Lansing (1,8)
Lawrence Institute of Technology, Southfield (3,5,7,8)
MaComb County Community College, Central Campus, Warren (8)
MaComb County Community College, South Campus, Warren (8)
Madonna College, Livonia (1,7,8)
Mercy College of Detroit, Detroit (7,8)
Merrill-Palmer Institute, Detroit (8)
Michigan State University, East Lansing (7)
Michigan Technical University, Houghton (8)
Mid-Michigan Community College, Harrison (7,8)
Monroe County Community College, Monroe (7,8)
Muskegon Business College, Muskegon (8)
Nazareth College, Nazareth (7)
North Central Michigan College, Petoskey (1)
North Michigan University, Marquette (2,8)
Northwood Institute, Main Campus, Midland (7,8)
Oakland Community College, Bloomfield Hills, (3,7,8)
Olivet College, Olivet (8)
Saginaw Valley State College, University Center (1,7)
Schoolcraft College, Livonia (7,8)
Shaw College at Detroit (7)
Siena Heights College, Adrian (1,7,8)
Southwestern Michigan College, Dowagiac (8)
Spring Arbor College, Spring Arbor (3,7,8)
St. Mary's College, Orchard Lake (8)
Suomi College, Hancock (8)
Washtenaw Community College, Ann Arbor (3,8)
Wayne County Community College, Detroit (3)
Wayne State University, Detroit (4,7)
Western Michigan University, Kalamazoo (7)

Minnesota

Bemidji State University, Bemidji (1,8)
Bethany Luthern College, Mankato (7)

Bethel College, Saint Paul (7)
Brainerd Community College, Brainerd (8)
College of St. Benedict, St. Joseph (1)
College of St. Catherine, St. Paul (7)
College of St. Teresa, Winona (8)
College of St. Thomas, St. Paul (7,8)
Concordia College, Moorhead (8)
Concordia College, St. Paul (8)
Hibbing Community College, Hibbing (8)
Iver Hills Community College, Iver Grove Heights (8)
Lakewood Community College, White Bear Lake (1,7,8)
Metropolitan Community College, Minneapolis (5)
Metropolitan State University, St. Paul (1,7,8)
Moorhead State University, Moorhead (7,8)
North Central Bible College, Minneapolis (8)
Northland Community College, Thief River Falls (7,8)
Northwestern College, Roseville (8)
Rainy River Community College, International Falls (7)
Rochester Community College, Rochester (7,8)
Southwestern State University, Marshall (8)
St. Cloud State University, St. Cloud (7)
St. Mary's Junior College, Minneapolis (8)
St. Olaf College, Northfield (8)
St. Paul Bible College, Bible College (8)
University of Minnesota at Minneapolis, St. Paul (1,5)
University of Minnesota at Morris (7)
University of Minnesota Technical College at Waseca (7)
Willmar Community College, Willmar (7)
Winona State University, Winona (1,7,8)

Mississippi

Belhaven College, Jackson (7)
Central Methodist College, Fayette (4)
Hinds Junior College, Raymond (8)
Mississippi College, Clinton (3)
Phillips College, Gulfport (8)
Southeastern Baptist College, Laurel (8)
William Carey College, Hattiesburg (2,8)
Wood Junior College, Mathison (8)

Missouri

Avila College, Kansas City (2,3,5,8)
Baptist Bible College, Springfield (8)
Central Missouri State University, Warrensburg (7)
Columbia College, Columbia (3,8)
Culver-Stockton College, Canton (7,8)
Fontbonne College, St. Louis (7)
Hannibal-LaGrange College, Hannibal (8)
Kemper Military School and College, Boonville
The Lindenwood Colleges, St. Charles (8)
Maryville College, St. Louis (8)
Mineral Area College, Flat River (7,8)
Ottawa College, University Without Walls, Kansas City(1,5)
Park College, Kansas City (1,4,7,8)
Penn Valley Community College, Kansas City (7)
Pioneer Community College, Kansas City (7)
School of the Ozarks, Pt. Lookout (7,8)
Southeast Missouri State University, Cape Girardeau (4,7,8)
St. Louis Community College at Florissant Valley, St. Louis (8)
St. Louis Community College at Forest Park, St. Louis(8)
St. Louis Community College at Meramec, Kirkwood (7,8)
St. Louis University, Metropolitan College, St. Louis (1,7)
St. Mary's College of O'Fallon (7)
St. Paul's College, Concordia (8)
State Fair Community College, Sedalia (7,8)
Stephens College, Columbia (1,7,8)
Tarkio College, Tarkio (7,8)
University of Missouri, Columbia (1)
University of Missouri, Rolla (7)
Webster College, St. Louis (1,7,8)
William Jewell College, Liberty (8)
William Woods College, Fulton (7)

Montana

College of Great Falls, Great Falls (1)
Dawson Community College, Glendive (8)

Flathead Valley Community College, Kalispell (8)
Montana College of Mineral Science and Technology, Butte (7,8)
Rocky Mountain College, Billings (7,8)

Nebraska

Bellevue College, Bellevue (1)
Central Community College, Hastings (8)
Central Technical Community College, Grand Island (7)
Concordia Teachers College, Seward (7,8)
Creighton University, Omaha (7)
Doane College, Crete (7)
Hastings College, Hastings (7)
McCook Community College, McCook (8)
Mid Plains Community College, North Platte (8)
Midland Lutheran College, Fremont (7)
Nebraska Wesleyan University, Lincoln (8)
Nebraska Western College, Scottsbluff (7)
Peru State College, Peru (8)
Platte Technical Community College, Columbus (8)
Southeast Community College, Lincoln Campus, Lincoln (7)
University of Nebraska at Omaha, Omaha (7,8)
York College, York (7)

Nevada

Clark County Community College, Las Vegas (8)
University of Nevada at Reno (8)
Western Nevada Community College, Carson City (8)

New Hampshire

Franklin Pierce College, Rindge (7,8)
Nathaniel Hawthorne College, Antrim (7)
New England College, Henniker (8)
New Hampshire College, Manchester (7,8)
New Hampshire Technical Institute, Concord (8)
New Hampshire Vocational-Technical College at Claremont (8)
New Hampshire Vocational-Technical College at Manchester (7)
Notre Dame College, Manchester (8)
Rivier College, Nashua (2,8)
University of New Hampshire, Plymouth State College, Plymouth (7)

New Jersey

Atlantic Community College, Mays Landing (8)
Bergen Community College, Paramus (8)
Bloomfield College, Bloomfield (7,8)
Brookdale Community College, Lincroft (2,8)
Burlington County College, Pemberton (7)
Georgian Court College, Lakewood (8)
Glassboro State College, Glassboro (8)
Jersey City State College, Jersey City (8)
Kean College of New Jersey, Union (8)
Mercer County Community College, Trenton (2,7,8)
Middlesex County College, Edison (7)
Monmouth College, West Long Branch (2)
Montclair State College, Upper Montclair (7,8)
Passaic County Community College, Paterson (8)
Ramapo College of New Jersey, Mahwah (1,7,8)
Rutgers the State University of New Jersey, Newark Campus, Newark (2)
Somerset County College, Somerville (5,7,8)
St. Peters College, Jersey City (8)
Stockton State College, Pomona (8)
Thomas A. Edison College, Princeton (4,7,8)

New Mexico

College of the Southwest, Hobbs (8)
Eastern New Mexico University, Main Campus, Portales (7,8)
New Mexico Military Institute, Roswell (8)
New Mexico State University, Alamogordo Branch, Alamogordo (7)
University of Albuquerque, Albuquerque (7)
University of New Mexico, Main Campus, Albuquerque (8)
Western New Mexico University, Silver City (7,8)

New York

Academy of Aeronautics, Flushing (5,8)
Adelphi University, ABLE Program, Garden City (5,7,8)
Adirondack Community College, Glens Falls (5)
Alfred University, Alfred (5,8)
Bard College, Annandale-on-Hudson (5)
Boricua College, Brooklyn (5)
Borough of Manhattan Community College, New York (5)
Brooklyn College, Brooklyn (5,7,8)
Broome Community College, Binghamton (5)
Canisius College, Buffalo (5,7,8)
Cayuga County Community College, Auburn (5,7,8)
Cazenovia College, Cazenovia (5)
Clarkson College of Technology, Potsdam (5)
Clinton Community College, Plattsburgh (5,7,8)
College of Mount St. Vincent, Riverdale (8)
College of New Rochelle, New Rochelle (8)
College of St. Rose, Degree Program for Experienced Adults, Albany (5,7)
College of Staten Island, Staten Island (5,7,8)
Columbia-Greene Community College, Hudson (7,8)
Columbia University School of Engineering and Applied Science, New York (5)
Community College of the Finger Lakes, Canandaigua (5,8)
Concordia College, Bronxville (5,7,8)
Cooper Union for the Advancement of Science and Art, New York (5)
Corning Community College, Corning (5,8)
C.W. Post College, Greenville (5)
Daemen College, Amherst (5,7,8)
Dominican College of Blauvelt, Orangeburg (5,8)
Dowling College, Oakdale (5)
Dutchess Community College, Poughkeepsie (5,7,8)
D'Youville College, Buffalo (5)
Eisenhower College, Seneca Falls (5)
Elizabeth Seton College, Yonkers (5,7,8)
Elmira College, Elmira (2,5,7,8)
Empire State College, Saratoga Springs (5,8)
Erie Community College, Williamsville (5)
Eugenio Maria De Hostos Community College, Bronx (5)
Five Towns College, Merrick (8)
Fordham University, Bronx (5)
Friends World College, Huntington (5,8)
Fulton-Montgomery Community College, Johnstown (5,7,8)
Genesse Community College, Batavia (8)
Graduate School and University, Center of the City of New York Baccalaureate Program (5)
Harriman College, Harriman (5,7,8)
Hartwick College, Oneonta (5)
Herbert H. Lehman College, Bronx (5,7,8)
Herkimer County Community College, Herkimer (5,8)
Hilbert College, Hamburg (8)
Hobart and William Smith Colleges, Geneva (5)
Hofstra University, Hempstead (5)
Hudson Valley Community College, Troy (5,7,8)
Institute of Design and Construction, Brooklyn (8)
Iona College, New Rochelle (5,7,8)
Ithaca College, Ithaca (5,8)
Jamestown Community College, Jamestown (5,7)
Jefferson Community College, Jefferson (5,7,8)
John Jay College of Criminal Justice, New York (5,7)
The Julliard School, New York (5)
The King's College, Briarcliff Manor (5,8)
Kingsborough Community College, Brooklyn (5)
Kirkland College, Clinton (5)
Ladycliff College, Highland Falls (8)
Long Island University-Brooklyn Center, Brooklyn (5)
Long Island University-Southampton Center (8)
Malcolm-King, Harlem College Extension, New York (5)
Maria College, Albany (5,8)
Maria Regina College, Syracuse (5,8)
Marist College, Poughkeepsie (5,8)
Marymount College, Tarrytown (5)
Marymount-Manhattan College, New York City (5)
Mater Dei College, Ogdensburg (5,7,8)
Medaille College, Buffalo (5,8)
Medgar Evers College, New York City (5)
Mercy College, Dobbs Ferry (5,7)
Mohawk Valley Community College, Utica (5,8)
Molloy College, Rockville Center (7,8)
Monroe Community College, Rochester (5,8)
Mount St. Mary College, Newburgh (5,7,8)
Nassau Community College, Garden City (5,8)
Nazareth College of Rochester (5,7,8)
New School for Social Research, New York (7)
New York College of Agriculture and Life Sciences at Cornell University, Ithaca (5)

New York Institute of Technology, Main Campus, Old Westbury (5,7,8)
Niagara County Community College, Sanborn (5,7,8)
Niagara University, Niagara (5,7)
North Country Community College, Saranac Lake (5)
Nyack College, Nyack (8)
Onondaga Community College, Syracuse (5,8)
Pace University, New York (5)
Pace University College of White Plains (8)
Parsons School of Design, New York (5)
Polytechnic Institute of New York, Brooklyn (5)
Pratt Institute, Brooklyn (5)
Queens College, Flushing (5,7)
Rochester Institute of Technology, Rochester (5,8)
Rockland Community College, Suffern (7)
Sarah Lawrence College, Bronxville (5)
Schnectady County Community College, Schnectady (5,7,8)
Skidmore College, Saratoga Springs (5,7)
St. Francis College, Brooklyn (5,7,8)
St. John Fisher College, Rochester (5,7,8)
St. John's University, Jamaica (5)
St. Joseph's College, Main Campus, Brooklyn (7,8)
St. Thomas Aquinas College, Sparkill (5,7,8)
State University of New York Agricultural and Technical College at Alfred (5,8)
State University of New York Agricultural and Technical College at Cobleskill (5,8)
State University of New York Agricultural and Technical College at Delhi (5,8)
State University of New York Agricultural and Technical College at Farmingdale (5)
State University of New York Agricultural and Technical College at Morrisville (5,8)
State University of New York at Binghamton (5)
State University of New York at Stony Brook (5)
State University of New York College at Brockport (5,8)
State University of New York College at Buffalo (5,7,8)
State University of New York College at Cortland (5,7,8)
State University of New York College at Fredonia (5)
State University of New York College of Arts and Sciences at Geneseo (7)
State University of New York College at Morrisville (5,8)
State University of New York College at New Paltz (8)
State University of New York College at Old Westbury (5,7,8)
State University of New York College at Oneonta (7,8)
State University of New York College at Oswego (5,8)
State University of New York College at Plattsburgh (5)
State University of New York College at Staten Island (8)
State University of New York College of Utica-Rome (5,8)
State University of New York Maritime College (5,7)
Suffolk County Community College, Selden (7,8)
Sullivan County Community College, Loch Sheldrake (5,8)
Syracuse University, Syracuse (5)
Tompkins-Cortland Community College, Dryden (5,8)
Touro College, New York (5,7,8)
Trocaire College, Buffalo (5)
Ulster County Community College, Stone Ridge (5,8)
University College, University of Rochester, Rochester (7)
University of New York (3)
University of Rochester (8)
University of the State of New York, Regents External Degree Program, Albany (5,7,8)
Upstate Medical Center, Syracuse (5,8)
U.S. Merchant Marine Academy, Kings Port (7)
Utica College of Syracuse University, Utica (7,8)
Villa Maria College of Buffalo, Buffalo (5)
Wagner College, Staten Island (5,7,8)
Wells College, Aurora (5)
Westchester Community College, Valhalla (5,7,8)
Yeshiva University, New York (5,8)
York College, Jamaica (5,8)

North Carolina

Anson Technical Institute, Ansonville (7)
Appalachian State University, Boone (8)
Belmont Abbey College, Belmont (8)
Bladen Technical Institute, Dublin (8)
Campbell College, Buies Creek (8)
Cape Fear Technical Institute, Wilmington (8)
Catawba College, Salisbury (7,8)
Central Carolina Technical Institute, Sanford (7)

Cleveland County Technical Institute, Shelby (7)
Coastal Carolina Community College, Jacksonville (7)
Craven Community College, New Bern (7,8)
Davidson County Community College, Lexington (8)
Elon College, Elon College (5,8)
Fayetteville Technical Institute, Fayetteville (8)
Gardner-Webb College, Boiling Springs (8)
High Point College, High Point (7)
James Sprunt Institute, Kenansville (8)
Johnson C. Smith University, Charlotte (8)
Lenoir-Rhyne College, Hickory (3)
Louisburg College, Louisburg (8)
Mars Hill College, Mars Hill (8)
Maryland Technical Institute, Spruce Pine (8)
McDowell Technical Institute, Marion (8)
Meredith College, Raleigh (8)
Montreat-Anderson College, Montreat (8)
Mount Olive College, Mount Olive (8)
North Carolina State University, Raleigh (8)
North Carolina Wesleyan College, Rocky Mount (7,8)
Pfeiffer College, Misenheimer (7,8)
Piedmont Technical Institute, Roxboro (7)
Rockingham Community College, Wentworth (8)
Sacred Heart College, Belmont (8)
Sampson Technical Institute, Clinton (8)
Southwestern Technical Institute, Sylva (8)
St. Andrew's Presbyterian College, Laurinburg (7,8)
St. Augustine's College, Raleigh (7)
Surry Community College, Dobson (7,8)
University of North Carolina, North Carolina Central University, Durham (5)
University of North Carolina at Greensboro (1)
Western Carolina University, Cullowhee (7,8)
Vance-Granville Community College, Henderson (7,8)
Wayne Community College, Goldsboro (7,8)
Wilkes Community College, Wilkesboro (8)
Wilson County Technical Institute, Wilson (7)

North Dakota

Jamestown College, Jamestown (7)
Lake Region Junior College, Devils Lake (7)
Mary College, Bismarck (7)
Mayville State College, Mayville (7,8)
Minot State College, Minot (8)
North Dakota State University, Main Campus, Fargo (8)
Northwest Bible College, Minot (7,8)
Trinity Bible Institute, Ellendale (8)
University of North Dakota, Main Campus, Grand Forks (7,8)

Ohio

Antioch University, Yellow Springs (5,8)
Bluffton College, Bluffton (8)
Bowling Green State University, Main Campus, Bowling Green (1,7,8)
Capital University, Columbus (8)
Cedarville College, Cedarville (7)
Cincinnati Bible Seminary, Cincinnati (7)
Cincinnati Technical College, Cincinnati (1)
Clark Technical College, Cincinnati (1)
Cleveland Institute of Art, Cleveland (8)
Cleveland Institute of Music, Cleveland (5)
Cleveland State University, Cleveland (3,7,8)
College of Mt. Saint Joseph-on-the-Ohio, Mt. Saint Joseph (7,8)
College of Steubenville, Steubenville (7)
Cuyahoga Community College, Metropolitan Campus, Cleveland (2)
Davis Junior College, Toledo (3)
Defiance College, Defiance (7,8)
Denison University, Granville (5)
Dyke College, Cleveland (3,8)
Edgecliff College, Cincinnati (7)
Edison State General and Technical College, Piqua (1,7)
Franklin University, Columbus (3,4,7)
Heidelberg College, Tiffin (8)
Hocking Technical College, Nelsonville (8)
John Carroll University, Cleveland (8)
Kent State University, Kent (5)
Lima Technical College, Lima (8)
Lourdes College, Sylvania (8)
Malone College, Canton (8)
Marietta College, Marietta (8)
Marion Technical College, Marion (8)
Miami-Jacobs Junior College of Business, Dayton (3,7,8)
Michael J. Owens Technical College, Toledo (3,7)

Mt. Union College, Alliance (8)
Mt. Vernon Nazarene College, Mt. Vernon (7,8)
Muskingum College, New Concord (7,8)
North Central Technical College, Mansfield (2)
Northwest Technical College, Archbold (1,8)
Ohio State University, Main Campus, Columbus (5,8)
Ohio University, Athens (7)
Otterbein College, Westerville (8)
Rio Grande College, Rio Grande (8)
Sinclair Community College, Dayton (2,7)
Southern Ohio College, Cincinnati (8)
Southern State General-Technical College, Wilmington (8)
Tiffin University, Tiffin (3,8)
Union for Experimenting Colleges and Universities, Cincinnati (7)
University of Dayton, Dayton (1)
University of Toledo, Toledo (1,8)
Urbana College, Urbana (1)
Ursuline College, Cleveland (8)
Walsh College, Canton (8)
Washington Technical College, Marietta (8)
Wilmington College, Wilmington (8)
Wittenberg University, Springfield (1)
Wright State University, Main Campus, Dayton (7,8)
Youngstown State University, Youngstown (8)

Oklahoma

Bartlesville Wesleyan College, Bartlesville (8)
Bethany Nazarene College, Bethany (7,8)
Claremore Junior College, Claremore (7)
Connors State College, Warner (7)
Eastern Oklahoma State College, Wilburton (8)
El Reno Junior College, El Reno (7)
Langston University, Langston (8)
Midwest Christian College, Oklahoma City (7)
Northeastern Oklahoma State University, Tahleguah (7)
Oklahoma Baptist University, Shawnee (7,8)
Oklahoma City University, Oklahoma City (2)
Oklahoma State University, Stillwater (7)
Oscar Rose Junior College, Midwest City (2,7,8)
Phillips University, Enid (7,8)
South Oklahoma City Junior College, Oklahoma City (3)
Southeastern Oklahoma State University, Durant (8)
University of Oklahoma Health Science Center, Oklahoma City (7)
University of Science and Arts of Oklahoma, Chickasha (8)

Oregon

Blue Mountain Community College, Pendleton (7)
Clackamas Community College, Oregon City (8)
Clatsop Community College, Astoria (7,8)
Concordia College, Portland (8)
Eastern Oregon State College, LaGrande (7,8)
Linfield College, McMinnville (8)
Marylhurst Education Center, Marylhurst (4,7,8)
Mount Hood Community College, Gresham (8)
Portland Community College, Portland (7,8)
Rogue Community College, Grants Pass (7,8)
Southern Oregon State College, Ashland (8)
Southwestern Oregon Community College, Coos Bay (8)
Warner Pacific College, Portland (8)
Williamette University, Salem (7)

Pennsylvania

Albright College, Reading (7)
Allegheny College, Meadville (8)
Allentown College of St. Francis De Sales, Center Valley (7,8)
Alliance College, Cambridge Spring (8)
Alvernia College, Reading (7,8)
Baptist Bible College of Pennsylvania, Clarks Summit (7)
Bucks County Community College, Newton (1,7,8)
Cabrini College, Radnor (8)
Carlow College, Pittsburgh (8)
Cedar Crest College, Allentown (7)
Center for Degree Studies, Scranton (8)
Chestnut Hill College, Philadelphia (8)
Clarion State College, Main Campus, Clarion (7,8)
Community College of Allegheny County, Pittsburgh (8)
Community College of Delaware County, Media (1,7,8)
Community College of Philadelphia, Philadelphia (8)
Duquesne University, Pittsburgh (5)

Eastern College, Saint Davids (7,8)
Edinboro State College, Edinboro (1,8)
Gettysburg College, Gettysburg (7,8)
Grove City College, Grove City (2,7,8)
Gwynedd-Mercy College, Gwynedd Valley (8)
Harcum Junior College, Bryn Mawr (7)
Harrisburg Area Community College, Harrisburg (7)
Holy Family College, Philadelphia (8)
Indiana University of Pennsylvania, Indiana (8)
Keystone Junior College, La Plume (7)
King's College, Wilkes-Barre (7,8)
Lackawanna Junior College, Scranton (7,8)
LaRoche College, Pittsburgh (7,8)
LaSalle College, Philadelphia (4,8)
Lebanon Valley College, Annville (8)
Lehigh County Community College, Schnecksville (7,8)
Lincoln University, Lincoln University (7)
Luzerne County Community College, Nanticoke (1)
Manor Junior College, Jenkintown (7)
Mansfield State College, Mansfield (5,8)
Messiah College, Grantham (7,8)
Millersville State College, Millersville (8)
Montgomery County Community College, Blue Bell (8)
Our Lady of the Angels College, Aston (1,7,8)
Peirce Junior College, Philadelphia (7,8)
Pennsylvania College of Optometry, Philadelphia (8)
Pennsylvania State University, Capitol Campus, Middletown (1,8)
Pinebrook Junior College, Coopersburg (8)
Point Park College, Pittsburgh (5,7,8)
Reading Area Community College, Reading (4,7)
Robert Morris College, Corapolis (8)
Slippery Rock State College, Slippery Rock (7)
Spring Garden College, Chestnut Hill (7)
St. Francis College, Loretto (8)
St. Joseph's University, Philadelphia (8)
Susquehanna University, Selinsgrove (8)
Swarthmore College, Swarthmore (5)
Temple University, Philadelphia (2,3,7,8)
Thiel College, Greenville (7,8)
United Wesleyan College, Allentown (8)
University of Pennsylvania, Philadelphia (5)
University of Pittsburgh, Pittsburgh (5)
University of Scranton, Scranton (5,8)
Valley Forge Christian College, Phoenxville (8)
Valley Forge Military Junior College, Wayne (7)
Villanova University, Villanova (8)
Westminster College, New Wilmington (8)
Westmoreland County Community College, Youngwood (8)
Williamsport Area Community College, Williamsport (7,8)
York College of Pennsylvania, York (1,8)

Rhode Island

Bryant College of Business Administration, Smithfield (1,8)
Johnson and Wales College, Providence (1,7,8)
New England Institute of Technology, Providence (8)
Roger Williams College, Bristol (1)
Roger Williams College, Providence Branch (8)
Salve Regina, The Newport College, Newport (3,7,8)
Rhode Island College, Providence (8)
Rhode Island Junior College, Warwick (8)

South Carolina

Anderson College, Anderson (7,8)
Baptist College at Charleston (8)
Beaufort Technical Education Center, Beauford (8)
Coker College, Hartsville (8)
College of Charleston (8)
Florence Darlington Technical College, Florence (8)
Limestone College, Gaffney (7,8)
Limestone College, Spartanburg (3)
Midlands Technical College, Columbus (1,7)
North Greenville College, Tigerville (8)
Piedmont Technical College, Greenwood (7,8)
South Carolina State College, Orangeburg (8)
Sumter Area Technical College, Sumter (1)
Trident Technical College, Charleston (2,7,8)
University of South Carolina, Conway (1,7,8)
University of South Carolina, Spartanburg (7,8)
Voorhees College, Denmark (8)
University of South Carolina, Conway (8)

South Dakota

Dakota State College, Madison (7,8)
Dakota Wesleyan University, Mitchell (7)

Huron College, Huron (8)
Mount Marty College, Yankton (8)
National College of Business, Rapid City (8)
South Dakota State University, Brookings (8)
University of South Dakota at Springfield (8)
Yankton College, Yankton (8)

Tennessee

Bethel College, McKenzie (8)
Carson-Newman College, Jefferson City (7,8)
Chattanooga State Technical Community College, Chattanooga (8)
Cleveland State Community College, Cleveland (7)
Columbia State Community College, Columbia (7)
Cumberland College of Tennessee, Lebanon (8)
David Lipscomb College, Nashville (7,8)
Dyersburg State Community College, Dyersburg (8)
Edmondson College, Chattanooga (8)
George Peabody College for Teachers, Nashville (7)
Jackson State Community College, Jackson (8)
Lincoln Memorial University, Harrogate (8)
McKenzie College, Chattanooga (8)
Memphis State University, Memphis (1,7,8)
Middle Tennessee State University, Rutherford County (3)
Nashville State Technical Institute (8)
Shelby State Community College, Memphis (7,8)
State Technical Institute at Memphis (7,8)
Steed University, Johnson City (8)
Tennessee Temple College, Chattanooga (8)
Trevecca Nazarene College, Nashville (7,8)
Union University, Jackson (7,8)
University of Tennessee at Chattanooga (3,7)

Texas

Abilene Christian University, Abilene (7,8)
Alvin Community College, Alvin (7,8)
American Technical University, Killeen (3,8)
Angelina College, Lufkin (7)
Baylor University, Waco (7)
Bishop College, Dallas (8)
Cedar Valley Colllege, Lancaster (8)
Cooke County College, Gainesville (8)
Dallas Baptist College, Dallas (3,7,8)
Dallas Bible College, Dallas (8)
Hardin-Simmons University, Abilene (8)
Hill Junior College, Hillsboro (8)
Houston Community College, Houston (7,8)
Howard College at Big Spring (1,7)
Howard Payne University, Brownwood (7)
Laredo Junior College, Laredo (7)
Laredo State University, Laredo (8)
Lee College, Baytown (8)
LeTourneau College, Longview (8)
Lubbock Christian College, Lubbock (7)
Midwestern State University, Wichita Falls (8)
Mountain View College, Dallas (8)
North Harris County College, Houston (7,8)
North Texas State University, Denton (5)
Prairie View A&M University, Prairie View (8)
Southwest Texas State University, San Marcos (7,8)
St. Edward's University, Austin (1,8)
St. Mary's University of San Antonio (1,7,8)
Sul Ross State University, Alpine (4,7,8)
Tarleton State University, Stephenville (8)
Texas Eastern University, Tyler (7,8)
Texas State Technical Institute, Mid-Continent, Amarillo (8)
Texas Wesleyan College, Ft. Worth (2,8)
Texas Woman's University, Denton (8)
Trinity University, San Antonio (8)
University of Dallas, Irving (2,8)
University of Houston, Central Campus, Houston (7,8)
University of Houston, Clear Lake City, Houston (8)
University of Houston, Houston (2,5,7)
University of Houston, Victoria Campus, Victoria (8)
University of Texas at Dallas, Richardson (7,8)
University of Texas of the Permian Basin, Odessa (7)
Vernon Regional Junior College, Vernon (8)
Victoria College, Victoria (2,8)
Western Texas College, Snyder (7,8)
Wayland Baptist College, Plainview (7,8)

Utah

Brigham Young University, Main Campus, Provo (8)
Snow College, Emphraim (7,8)

Southern Utah State College, Cedar City (7,8)
University of Utah, Salt Lake City (5)
Utah Technical College at Salt Lake City (7)
Weber State College, Ogden (1,7,8)
Westminster College, Salt Lake City (7,8)

Vermont

Castleton State College, Castleton (7,8)
Champlain College, Burlington (7)
Community College of Vermont, Montpelier (8)
Johnson State College, Johnson (7,8)
Norwich University, Main Campus, Northfield (8)
Trinity College, Burlington (8)
University of Vermont and State Agricultural College, Burlington (7,8)
Vermont College, Montpelier (4,8)
Vermont Institute of Community Involvement, South Burlington (1,7)

Virginia

Averett College, Danville (7,8)
Blue Ridge Community College, Weyers Cave (2,7,8)
Bluefield College, Bluefield (8)
Christopher Newport College, Newport News (1,8)
The College of William and Mary, Richard Bland College, Petersburg (7)
Eastern Shore Community College, Melfa (1)
George Mason University, Fairfax (1,2,8)
Hampton Institute, Hampton (7)
J. Sargeant Reynolds Community College, Richmond (2,8)
John Tyler Community College, Chester (8)
Liberty Baptist College, Lynchburg (8)
Lynchburg College, Lynchburg (1,8)
Mary Baldwin College, Staunton (8)
Mary Washington College, Fredericksburg (1,7,8)
National Business College, Roanoke (8)
Norfolk State College, Norfolk (1,7)
Northern Virginia Community College, Alexandria (3)
Northern Virginia Community College, Annandale (1,7,8)
Old Dominion University, Norfolk (8)
Paul D. Camp Community College, Franklin (1,7,8)
Radford College, Radford (7)
Shenandoah College and Conservatory of Music, Winchester (1,7,8)
Southside Virginia Community College, Alberta (7)
Thomas Nelson Community College, Hampton (7,8)
Tidewater Community College, Portsmouth (1,8)
Virginia Highlands Community College, Abingdon (7)
Virginia State College, Petersburg (7)
Virginia Wesleyan College, Norfolk (8)

Washington

Bellevue Community College, Bellevue (2,7)
Big Bend Community College, Moses Lake (1,8)
Central Washington University, Ellensburg (1)
Centralia College, Centralia (2)
City College, Seattle (8)
Clark College, Vancouver (2,7)
Everett Community College, Everett (8)
Evergreen State College, Olympia (8)
Ft. Steilacoom Community College, Tacoma (8)
Gonzaga University, Spokane (8)
Green River Community College, Auburn (4,7,8)
Highline Community College, Midway (1,7,8)
Northwest College of the Assemblies of God, Kirkland (7)
Seattle Community College, Central Campus, Seattle (8)
Seattle Pacific University, Seattle (7)
Seattle University, Seattle (7,8)
Shoreline Community College, Seattle (7)
Skagit Valley College, Mt. Vernon (7)
Tacoma Community College, Tacoma (7)
University of Washington (3)
Walla Walla Community College, Walla Walla (8)
Whatcom Community College, Bellingham (1)
Whitworth College, Spokane (7)
Yakima Valley Community College, Yakima (7,8)

West Virginia

Bluefield State College, Bluefield (2)
Davis and Elkins College, Elkins (1,7,8)
Fairmont State College, Fairmont (1,8)

Marshall University, Huntington (5,8)
Salem College, Main Campus, Salem (8)
Shepherd College, Shepherdstown (2,7,8)
Southern West Virginia Community College, Logan (7)
West Liberty State College, West Liberty, (1,7,8)
West Virginia Institute of Technology, Montgomery (8)
West Virginia State College, Institute (1,7)
West Virginia University, Morgantown (1)
West Virginia Wesleyan College, Buckhannon (5,7,8)
Wheeling College, Wheeling (7)

Wisconsin

Beloit College, Beloit (8)
Blackhawk Technical Institute, Janesville (8)
Cardinal Stritch College, Milwaukee (8)
Carroll College, Waukesha (8)
Concordia College, Milwaukee (7)
Edgewood College, Madison (8)
Fox Valley Technical Institute, Appleton (8)
Holy Redeemer College, Waterford (8)
Institute of Paper Chemistry, Appleton (8)
Madison Area Technical College, Madison (8)
Marquette University, Milwaukee (7)
Milton College, Milton (1,7,8)
Milwaukee Area Technical College, Milwaukee (3,8)
Milwaukee School of Engineering, Milwaukee (2)
Mt. Senario College, Ladysmith (7,8)
Nashotah House, Nashotah (8)
Nicolet College and Technical Institute, Rhinelander (7,8)
North Central Technical Institute, Wausau, (7,8)
Northeast Wisconsin Technical Institute, Green Bay (7,8)
Ripon College, Ripon (8)
University of Wisconsin, Center System, Madison (8)
University of Wisconsin, Oshkosh (8)
University of Wisconsin, Parkside, Kenosha (8)
University of Wisconsin, Platteville (8)
University of Wisconsin, River Falls (8)
University of Wisconsin, Stevens Point (1,8)
University of Wisconsin, Stout, Menomonie (1,8)
University of Wisconsin, Superior (1,7,8)
Viterbo College, La Crosse (8)

Wyoming

Central Wyoming College, Riverton (7,8)
Eastern Wyoming College, Torrington (4,7,8)
Laramie County Community College, Laramie (7)
Western Wyoming Community College, Rock Springs (7,8)

Guam

University of Guam, Agana (7,8)

Puerto Rico

Inter American University of Puerto Rico, San Juan (7)

Canada

McGill University, Montreal (2)
University of Winnipeg (5)

Alcohol/Drug School Resource List

The following organizations have offered summer schools and institutes of alcohol and drug studies or have presented programs of graduate or undergraduate education in alcohol/drug studies. They are presented here as potential sources of information concerning schools of alcohol/drug studies. Their inclusion in the list, however, constitutes neither approval of their program nor assurance that the program is still being offered.

Alabama

Southeastern School of Alcohol Studies
Alabama Department of Mental Health
Alcohol & Drug Abuse Division
145 Moulton Street
Montgomery, AL 36104

Alabama School of Alcohol Studies
Division of Continuing Education
University of Alabama
P.O. Box 2967
University, AL 35486

Alaska

Center for Alcohol and Addiction Studies
University of Alaska
Southcentral Regional Center Building
2651 Providence Avenue
Anchorage, AK 99504

Arizona

Southwestern School for Behavioral Health Studies
University of Arizona
151 South Tucson Boulevard, #207
Tucson, AZ 85716

Arkansas

Mid South Summer Institute on Alcohol and Drugs
Graduate School of Social Work
University of Arkansas, Little Rock
Little Rock, AR 72204

California

National American Indian School on Alcoholism and Drug Abuse
2222 Watt Avenue, #B-4
Sacramento, CA 95825

Annual Summer School on Alcohol and Other Drugs
Berkeley Center for Alcohol Studies
Pacific School of Religion
1798 Scenic Avenue
Berkeley, CA 94709

Annual San Diego Summer Alcohol and Drug Studies Program
University Extension, X-001
University of California, San Diego
La Jolla, CA 92093

Colorado

Colorado Seminar on Alcohol and Other Drugs of Abuse
2727 Bryant Street, Suite 310
Denver, CO 80211

Colorado Alcoholism Summer School
Alcoholism Councils of Colorado
2525 West Alameda
Denver, CO 80226

Summer Institute of Drug Dependence
Institute for Integral Development
Box 2172
Colorado Springs, CO 80901

Connecticut

New England School of Drug Problems
Connecticut Drug Council
90 Washington Street
Hartford, CT 06115

Drug Dependence Institute
Yale University
98 Park Avenue
New Haven, CT 06511

Delaware

Delaware Institute on Alcoholism
Continuing Education--Clayton Hall C
University of Delaware
Newark, DE 19711

Annual Summer Institute on Alcoholism and Drug Abuse
Bureau of Alcoholism and Drug Abuse
1901 North DuPont Highway
New Castle, DE 19702

Florida

Florida School of Alcohol Studies
Department of Health and Rehabilitation Services
State of Florida
1323 Winewood Boulevard
Tallahassee, FL 32301

Georgia

Annual Southeastern Occupational Program Training Institute
Department of Human Resources
Alcoholism and Drug Abuse
618 Ponce de Leon Avenue, N.E.
Atlanta, GA 30308

Annual Southeastern Conference on Alcohol and Drug Abuse
Peachford Hospital
2151 Peachford Road
Atlanta, GA 30338

Illinois

Central States Institute of Addiction
122 South Desplaines Street
Chicago, IL 06050

Illinois Institute on Drug Abuse
300 North State Street
Chicago, IL 60610

Illinois Teenage Institute on Substance Abuse
Alcoholism and Drug Dependence Association
1035 Outer Park Drive, #310
Springfield, IL 62704

Indiana

Annual Workshop on Drug and Alcohol Use
Department of Health and Safety Education
School of HPE&R
Indiana University
Bloomington, IN 47405

Iowa

Annual Summer School on Substance Abuse
Iowa Department of Substance Abuse
505 Fifth Avenue
Des Moines, IA 50319

Kentucky

Kentucky School of Alcohol Studies
Kentucky Bureau of Health Services
Alcohol, Drug Abuse and Occupational Programs
275 East Main Street
Frankfort, KY 40601

Louisiana

Deep South School of Alcohol and Drug Studies
University of Southern Mississippi--Gulf Park
P.O. Box 6984
Metairie, LA 70009

Maryland

Maryland Institute of Alcoholism and Drug Abuse Studies
Office of Education and Training for Addiction Services
201 West Preston Street
Baltimore, MD 21201

Massachusetts

North Conway Institute
14 Beacon Street
Boston, MA 02108

New England Institute of Alcohol Studies
1 Newbury Street
Peabody, MA 01960

Michigan

Winter Midwest Institute
Division of Continuing Education
Western Michigan University
Kalamazoo, MI 49008

Minnesota

Minnesota Institutes for Chemical Abuse Prevention
Department of Conferences
335 Pillsbury Drive East
University of Minnesota
Minneapolis, MN 55455

Annual Summer School on Chemical Dependency
Johnson Institute
10700 Olsen Memorial Highway
Minneapolis, MN 55441

International Summer School on Counseling the Family of the Chemically Dependent
Moorhead State University
Moorhead, MN 56560

Mississippi

Annual School of Alcohol and Drug Studies
Jackson State University
Alcohol/Drug Studies Center
P.O. Box 17054
Jackson, MS 39217

Missouri

Missouri School of Alcohol Studies
1005 Cherry Street
104 Stephens Building
Columbia, MO 65201

Annual National Institute on Family, Alcohol, and Sexuality
Family Training Center
Box 1362
Columbia, MO 65201

Montana

Department of Continuing Education
McMullen Hall
Eastern Montana College
Billings, MT 59101

Nebraska

Nebraska School on Alcohol Studies
University of Nebraska Extension Division
P.O. Box 94728
Lincoln, NB 68598

Nevada

Annual Summer Substance Abuse Clinic
Bureau of Alcohol and Drug Abuse
Kinkead Building
505 East King Street
State Capitol Complex
Carson City, NV 89701

Summer School of Alcohol and Drug Abuse Studies
Physical Education Department
University of Nevada
1100 Kietzke Lane
Reno, NV 89502

New Jersey

Rutgers Summer School of Alcohol Studies
Rutgers Center for Alcohol Studies, Smithers Hall
New Brunswick, NJ 08903

Alcohol Education Workshops
Montclair State College
Upper Montclair, NJ 03043

New Mexico

New Mexico Annual Institute on Alcohol Studies
Western New Mexico University
Silver City, NM 88061

New York

New York State Alcohol Institute
Division of Alcoholism
44 Holland Avenue
Albany, NY 12229

North Carolina

Alcoholism Training Program
East Carolina University
P.O. Box 2772
Greenville, NC 27834

Duke University Summer Institute of
Alcohol Studies
06B West Duke Street
Duke University
Durham, NC 27708

North Dakota

International School of Alcohol Studies
Division of Alcoholism and Drug Abuse
909 Basin Avenue
Bismark, ND 58505

Ohio

Midwest Institute of Alcohol Studies
University of Toledo
Toledo, OH 43606

Ohio Drug Studies Institute
Division of Mental Health
30 East Broad Street, #2491
Columbus, OH 43215

Oklahoma

Kathryn Cornell School of Alcohol and Other
Drug Studies
School of Sociology and Anthropology
University of Tulsa
600 South College Street
Tulsa, OK 74104

Oregon

Southern Oregon Institute of Alcohol Studies
2020 Center Street, N.E., #42
Salem, OR 97301

Pennsylvania

Annual Eagleville Conference on Alcoholism
and Drug Addiction
Eagleville Hospital and Rehabilitation Center
P.O. Box 45
Eagleville, PA 19408

Pennsylvania Institute of Alcohol and Drug Studies
Division of Intervention Services
Governor's Council on Drug and Alcohol Abuse
Riverside Office Building, #3
2101 North Front Street
Harrisburg, PA 17120

Rhode Island

Rhode Island Institute of Alcohol Studies
19 Fairfield Road
Cranston, RI 02910

New England School of Alcohol Studies
Division of Substance Abuse
600 New London Avenue
Cranston, RI 02920

South Carolina

South Carolina School of Alcohol and Drug Studies
3700 Forest Drive
Columbia, SC 29204

Tennessee

Tennessee School on Alcohol Studies
Jackson Area Council on Alcohol and Drugs
P.O. Box 1867
Jackson, TN 38301

Tennessee School on Substance Abuse
Bristol Regional Mental Health Center
26 Midway Street
Bristol, TN 37620

Texas

Annual Institute of Alcohol Studies
Texas Commission on Alcoholism
Sam Houston State Office Building
201 East 14th Street
Austin, TX 78701

Utah

University of Utah School on Alcoholism and
Other Drug Dependencies
P.O. Box 2604
Salt Lake City, UT 84110

Virginia

ALMACA
1800 North Kent Street, #907
Arlington, VA 22209

Alcohol and Drug Education/
Rehabilitation Program
812 West Franklin Street
Richmond, VA 23284

Annual Middle Atlantic Institute for Alcohol and
Other Drug Studies
3202 West Cary Street
Richmond, VA 23221

Virginia Commonwealth University Summer Institute
Virginia Commonwealth University
901 West Franklin Street
Richmond, VA 23284

Washington

Annual Symposium on Alcoholism
Alcohol Studies Program
Seattle University
12th and East Columbia
Seattle, WA 98122

West Virginia

West Virginia School on Alcohol and Drug
Abuse Studies
Division on Alcoholism and Drug Abuse
Department of Mental Health
State Capitol
Charleston, WV 25305

Wisconsin

Conference of the Wisconsin Association
on Alcoholism and Other Drug Abuse
WAAODA
333 West Mifflin
Madison, WI 53703

Midwest Institute of Alcohol Studies
Wisconsin Department of Health and Social Services
1 West Wilson Street
Madison, WI 53702

DePaul Rehabilitation Hospital Summer Institute
DePaul Rehabilitation Hospital
4143 South 13th Street
Milwaukee, WI 53221

Carthage Addiction Institute
The A-Center
2000 Domanik Drive
Racine, WI 53404

Institute on Family Intervention Strategies
University of Wisconsin--Extension Center for Social Services
323 Lowell Hall
610 Langdon Street
Madison, WI 53706

Alcohol, Drug Abuse, and Developmental Disabilities
University of Wisconsin
Extension Center for Social Services
323 Lowell Hall
610 Langdon Street
Madison, WI 53706

Canada

Annual Conference of Canadian Federation on Alcohol & Drug Dependencies
33 Russell Street
Toronto, Ontario
Canada M5S 2S1

Summer School on Alcohol and Drugs
Alcohol/Drug Abuse Commission
812 16th Avenue, S.W.
Calgary, Alberta
Canada T2R 0T2

Addiction Research Foundation
ARF Headquarters Building
33 Russell Street
Toronto, Ontario
Canada M5S 2S1

APPENDIX A

A Brief History of

The National Training System (NTS) of the

National Institute on Drug Abuse

The training materials and training delivery personnel and organizations described in this Source Book were developed and supported by the National Institute on Drug Abuse during the years since it absorbed the Special Action Office on Drug Abuse Prevention. To understand the breadth and range of materials developed and clientele served by these organizations the reader may wish to review the history that follows. It presents an historical analysis of the development of the NTS, a definition of the system's components, and a discussion of the missions, functions, and outputs of components as they interacted to provide training and support to people and programs responsible for treatment delivery, prevention, evaluation, research, planning, and policymaking.

The ultimate goal of the NTS was to provide training and related activities that would lead to the delivery of quality drug abuse services. To achieve this objective, the NTS provided training, training development, technical assistance, and credentialing functions. It represented the combined effort of many individuals and organizations, both public and private.

Activities and plans were based on needs assessments that identified goals. As programs were implemented and disseminated, their impact was evaluated. This impact was reflected in subsequent needs assessments. This cycle--from planning, to feedback, to planning--enabled the system to perpetually correct itself, redefine methodologies, hone techniques, and achieve specific outcomes with each cycle of planning.

The NTS was developed and maintained by:

- assessing and identifying needs (the mission of each component was derived from needs assessments);
- establishing system components and linkages among them;
- encouraging the use of linkages for interaction and support that enabled components to meet training needs; and
- formalizing the network of interaction when identification of new needs led to system changes or adaptations.

The system was based on evolving ties among components, permitting them to interact, share with, and complement each other as they worked toward mutual goals.

The NTS attended to both personnel and training issues. Personnel issues were related to gathering information on, and conducting research related to, personnel supply and utilization, and the distribution of current and future staffing needs in prevention, treatment, rehabilitation, and research. Training involved identifying functions in drug abuse intervention and prevention; identifying the skills, knowledge, and attitudes required to provide quality care;

and then building a system to teach the skills, knowledge, and attitudes.

In sum, the NTS was a mechanism for establishing various delivery elements and coordinating the development, interchange, and delivery of training, technology, and resources. It provided validated training for use by states, design of training models and strategies, development of criteria and assessment instruments that met state certification requirements, evaluation of training, and information and resource exchange among all components.

THE NEED FOR THE NTS

To understand the importance of the NTS's operation as a system, it will help to understand its origin. With the increase in drug abuse in the 1960s, a new dimension was added to Federal policy and practice. To the traditional focus on law enforcement as a means for controlling the use of illegal drugs, the government added a new emphasis on providing treatment and prevention services to drug abusing populations. Only a relatively small number of people working in a few programs knew much about treating drug abuse; hardly anyone knew anything about preventing it. Thus, if the problem were to be addressed from a perspective other than law enforcement, a cadre of new workers had to be trained to deliver services. Federal responsibility for training and supportive research was given to the National Institute on Mental Health, Office of Education and to the Office of Economic Opportunity. Each agency worked to identify successful intervention methods and to train people to work in drug abuse programs throughout the country.

The strong leadership role played by these agencies was a natural outgrowth of the recognition that a Federally coordinated effort was needed to fill personnel needs in the newly emerging drug abuse field. Policies concerning training, and training content itself, were generated by Federal agencies; most of the nation's training was done by Federal staff, contractors, or grantees.

Most human service professionals (psychiatrists, other physicians, psychologists, social workers, nurses, etc.) had not been trained in specific techniques to identify and treat the problems associated with drug abuse. Many of the people who had successfully conducted treatment efforts were ex-addicts, who lacked technical and theoretical training but who knew a variety of techniques (including role modeling, group encounters, and strict residential supervision) that seemed to work. The professionals, who lacked specific experience in treating drug abuse, and the paraprofessional ex-addicts, who lacked formal, recognized training, each had something to offer the other in the early Federally funded programs.

From the beginning, the relationship between the National Institute on Drug Abuse (NIDA) and the states was collaborative, rather than one in which policy and training programs were initiated at the Federal level and mandated to the states. From the beginning, the leadership of NIDA's Division of Training realized that the effectiveness of treatment and training programs would be seriously restricted if local, state, and regional programs were simply on the receiving end, with little voice in determining the policies that affected them or in designing the training curricula made available to them.

DEVELOPMENT AND STRUCTURE OF THE NTS

Federal policymakers at the Special Action Office for Drug Abuse Prevention (SAODAP) and NIDA recognized that most training activities were being developed as a response to the perceived drug abuse crisis rather than as the result of systematic study to determine what service methods worked best under various conditions. Training policies and content were being shaped reactively rather than proactively because of the intense pressure on the Federal government to locate and train service providers as fast as possible to deal with the growing drug epidemic. The need for immediate response did not permit the systematic approach to training program development that has since evolved.

In the months after NIDA was created, the need for a systems approach to training became clear. Such an approach would avoid duplication of effort, clearly define the responsibilities of many constituencies, and lead to collaboration among the many levels and types of personnel to provide appropriate, effecient, and cost-effective training services and research. Therefore, the established goal was to create a national training system in which the Federal government would play research, development, and coordination roles.

The states had the growing responsibility for building a training delivery capacity, for developing new human resources, and for training personnel to deliver high quality services. But many other groups had to carry out other roles related to achieving goals, such as credentialing allied health professionals or getting drug abuse related curricula established in medical schools.

Cost-effectiveness was one of the major values of establishing a systems approach to the delivery of training services; it allowed duplications of effort to be largely eliminated. Adopting this approach also enabled NIDA to focus on several underlying themes that had existed since the Federal effort to provide training began. One of these themes was the emphasis on two types of training--generic training common to all who worked in the field, and specialty training for various groups of general health professionals outside the categorical drug abuse network.

Another recurrent theme that was expressed in nearly every component of the system was the emphasis on designing training that was focused specifically on the cultural, ethnic, academic, rural, urban, and minority-group needs of the drug abuse intervention system. For instance, the preponderance of drug abusers were members of minority groups, and treatment providers had to understand the special needs of those groups. Also, minority group members were underrepresented among treatment staff and program administration, and there was a need to help people from these groups receive the training needed to move into leadership roles. Much emphasis was placed, from the beginning, on developing programs for training allied health professionals and getting these programs introduced into colleges and universities, often with credit provided for life and/or work experience. A variety of program models, including external-degree programs, had been developed by the NTS so that allied health professionals--many of them from minority groups and a high percentage of them former addicts--could acquire the credentials needed to move up in the drug abuse service network or to move laterally into other human service fields.

Many times when systems are developed--even though their stated goal is to meet human needs--the human beings who are served by the system are overlooked. Recognizing this, staff and policymakers throughout the NTS made a conscious and concerted effort to maintain contact with the clients of drug abuse programs, as well as with the personnel who worked in them, to ensure that the training programs conducted were responsive to actual needs. The people within the system and the clients who received services from them were viewed as system components, with program clients serving as the source of initial needs assessment, as well as the ultimate recipients of services.

In 1973, NIDA began to formulate a plan for developing a system in which people in the drug abuse intervention network (at Federal, regional, state, and local levels), and their counterparts in research and academic centers, could work collaboratively. The ultimate product of that collaboration would be the provision of training that would enable workers in the field to deliver the highest possible quality of services.

NIDA operated from the principle that the most effective policies were developed in concert with those who were most affected by those policies. For that reason, systems development was viewed as a collaborative effort in which representatives of all components worked as peers. In this process, ideas, decisions, and problem-solving would emanate from all of the system's components. In effect, what emerged by 1974 was a system that had no "top" or "bottom"; it was composed of functional units with clearly defined responsibilities that cooperated to prepare workers to meet the needs of people in treatment or to carry out prevention activities.

By 1974, the Federal effort to coordinate training throughout the nation was no longer conducted "on the defensive." The "trial-and-error" phase was over, and there was an active and growing cooperation between the Federal government and the states in drug abuse training. The Division of Training had established training centers at regional and state levels, and these had become actively involved in designing training. By 1974, NIDA also saw the need to review training activities continually to ensure that they were integrated into a national training system, retaining the flexibility needed in each locality, but eliminating costly duplications of effort.

After establishing this training system the role of the Federal government then shifted to offering guidelines and technical assistance, establishing priorities for Federal grants, and providing opportunities for research, evaluation, and development. In effect, it began to act as a "think tank" for drug abuse training, with the needs assessment data coming from states and localities, as well as from professional groups, educational institutions, researchers, and the like. Instead of developing policies and imposing them on states and localities, the Federal government responded to the identification of local and state needs in a proactive way through its diverse components:

- The NIDA Division of Training
- The National Drug Abuse Center for Training and Resource Development
- The Regional Support Centers
- The State Training Support Programs
- The Career Development Center
- The Professional Development Program
- The Health Professions Education Program
- The Developmental Training Grants Program
- The National Research Service Awards Program
- The Management Internship Program
- The Federal Agency Training Group
- Contracted services

All components of the NTS received input and feedback from each other in the form of services, publications, conferences, curricula, credentialing plans, degree programs, and new data on service provision. Thus, data from recipients of services, program personnel, professional groups, etc., were fed into the system constantly to help ensure that the system's outputs were relevant to their needs. For example, in the design of training programs, one component--the National Drug Abuse Center (NDAC)--obtained data on training needs not only from the states, but also from the Health Professions Education Program, the Research Training Fellows Program, and from service providers who reported on new needs identified among program clients.

The ability of each of the NTS components to contribute to the definition of objectives and the design of programs gave the NTS its vitality and enabled it to focus national goals on grassroots needs. Another factor that enriched the NTS was that information about successes and failures at the operating level of many components was fed into the national system.

NTS ACTIVITIES

The NIDA Division of Training

The Division worked with experts from treatment programs, educational institutions, research organizations, and regional, state, and local groups, to design the NTS.

The Division itself functioned as a component of the system. The essential missions of the Division were to coordinate the response to the national demand for training and to provide technical assistance services to treatment providers at all levels.

The Division strengthened and expanded technical assistance, research, and resource development. It supported the states in developing and enriching their own training delivery by creating information systems, encouraging resource development and evaluation, developing alternative funding sources, and establishing credentialing standards. It also interacted with each of the other system components, provided assistance as needed in implementation, management, and evaluation. In addition to providing resources, assistance, and increasing the capacity of the states to provide high quality services, the Division also operated proactively to provide another service: It encouraged the development of professional standards for drug program personnel and the documentation of professional development through experience, training, and education.

The National Drug Abuse Center

The National Drug Abuse Center (NDAC) was mandated by Public Law 92-255 to "develop, conduct, and support a full range of training functions" for Federal, state, and local government agencies, medical and paramedical personnel, educators, and other persons who required training or education in drug abuse prevention, treatment, and rehabilitation methods and techniques. The responsibility for implementing this mandate resided with the Division of Training.

NDAC was the hub of the National Training System. It interacted with the Regional Support Centers, the State Training Support Programs (STSPs), the Career Development Center, the Division of Training Task Force on Drug Abuse Manpower, and the Division of Training grantees, among others. Through interaction with these components, NDAC was instrumental in bringing about technology transfer in the form of publications, workshops, distribution of training materials, course development, provision of training and technical assistance, credentialing plans, degree programs, information systems, and evaluation data. NDAC also supported various special programs with NIDA, such as criminal justice, community assistance, prevention, and women's and youth activities.

Contract tasks covered three basic functions: service, support, and administration. The service functions were training assistance, training of trainers, and materials development. The support functions were special assistance for those population groups that had relatively higher percentages of drug abusers, staff and career development, education, and job training and development. NDAC was also mandated to serve state programs by helping them provide services to local program staff. The administrative functions were planning, consortium development, interorganization collaboration, information gathering, and analysis and evaluation.

A basic function of NDAC was to promote a working partnership with the national, regional, and state components of the NTS. The NTS maintained effective communications and established patterns of information exchange through the use of the planning task forces and committees. All major programs within the NTS had system-wide inputs through these groups, which included the Materials Development Advisory Group, the Cross-Cultural Adaptation Task Force, the State Prevention Coordinator's Task Force, the STSP Task Force, and the Resident Training Fellows Selection Committee.

One NDAC function that cut across all of its activities was that of contributing to NIDA's continuing efforts to address the special needs of ethnic and racial minority groups. One way that this was accomplished was through a process of revising existing NDAC courses so that the design and content were appropriate for participants from any cultural group. To do this, the NDAC established the Cross-Cultural Adaptation Task Force, which met each year to recommend cross-cultural changes in training materials.

Another attempt to address the needs of minorities was through NDAC's Resident Training Fellows Program, a career-enrichment program comprising two separate tracks. The Internship Residency Track was a 90-day, field-based program for persons interested in pursuing careers as drug abuse trainers at either a Single State Agency or a Regional Support Center within the NTS. The Research Residency Track was a 90-day program that offered college seniors and graduate students an opportunity to explore current drug abuse personnel and training topics, through a research study and training experience at NDAC.

A major component of NDAC was the Materials Distribution Center, which supplied training materials to the NTS. Approximately 75 training courses and other publications were distributed on a regular basis to components of the NTS.

The NDAC was operated by five different contractors over the life of the project. The final contract terminated on September 30, 1982. The functions were absorbed into the Division of Training.

The Regional Support Centers

The Regional Support Centers (RSCs) constituted one of the most important organizational units of the National Training System because of their role in providing direct training and training assistance to the State Training Support Programs. The five RSCs evolved from what had been five Regional Training Centers and three Regional Resource Centers into the NTS vehicle for providing efficient and effective services to individual states. Each RSC maintained a staff of master trainers, information specialists, career development specialists and other personnel to respond to the specific training needs of the states and the local programs within their regions. Contracts to operate the Regional Support Centers were awarded on a competitive basis, each contractor having demonstrated superior training capabilities as well as knowledge of the goals and activities of the NTS, the STSPs, and other activities of the Division of Training.

The RSCs worked with each other, the state, and other components of the NTS, particularly the NDAC, to ensure that states had the resources needed to develop their own training capabilities. By providing states with individualized services, the Centers assisted them in assuming the transfer of training responsibilities from the Federal to the state and local levels.

All of the training and training assistance provided by the RSCs was contingent upon an individual state's needs. The states were allocated a specific number of days of service that they could draw on from the RSCs. To help the state determine its needs, the RSCs hosted a planning conference twice a year. Each state then developed a training and training assistance service delivery plan that was coordinated with the RSC overall plan. In addition, RSC staff members maintained weekly contact with STSP coordinators--the NTS liaison with the state agencies. In this way, the RSC could maintain an ongoing inventory of state needs and could plan to meet these needs within realistic time periods.

In addition to conducting their own training events in the states, the RSCs trained state trainers to deliver NTS courses. This related directly to the development of competent local personnel to serve the needs of drug abuse workers, thereby making the state increasingly self-sufficient in its training capacity. In cases where states within a particular region had common training needs, the RSCs developed regional workshops and centralized regional training of trainer events to train STSP staff trainers from a number of states.

Over the last several years, the RSCs shifted from providing direct training to providing limited training and technical assistance due to increased state capacity to deliver training of NTS courses themselves. The training assistance activities of all the RSCs were focused primarily on helping states in:

- the six STSP system elements--needs assessment, resource identification, priority establishment, training design and delivery, evaluation, and credentialing;
- training of trainers procedures developed in-state;
- course development and modification;
- methods and techniques to recruit special populations;
- special treatment skills; and
- evaluation procedures.

A new emphasis had been placed in the last few years on the training needs of American Indians. This effort, which began in 1978, included assessing the needs of Americans Indians in each region and developing a plan in response to the needs. All of the Regional Support Centers established

American Indian Advisory Groups to help them in this effort. These groups played an essential role in advising the RSCs and the rest of the NTS, particularly the Division of Training, with regard to their needs and interests.

The RSCs also delivered training and training assistance for other special target groups. These activities were designed to help states develop programs to serve the needs of youth, women, the elderly, ethnic minorities, and workers in drug abuse prevention and criminal justice.

Information-sharing and resource development were prime activities for the RSCs. Through their information specialists, RSCs kept states informed about Federal policy developments in areas affecting drug abuse treatment, rehabilitation and prevention, and helped states identify and select training programs and materials for implementation in the states' training systems. The RSCs served not only as the focal point for all regional training activity information, but also as a documenter and access point for information on regional resources.

The development of academic linkages was a major thrust in the effort to provide resources and support to the states. The RSCs served as liaisons with states in their regions to establish linkages between states and institutions to provide drug abuse workers access to external degree programs and competency-based, experiential learning programs.

The final funding period for the Regional Support Centers was fiscal 1982. By September 30, 1982, all five RSCs were closed. Their functions were assumed for the most part by the states due to the RSCs' efforts over the years toward capacity building.

The State Training Support Program

The State Training Support Program (STSP) is a cooperative effort between NIDA and each state that works toward increasing the state's capacity to identify and respond to the personnel and training needs of programs.

In addition to providing direct funding to states, NIDA provides technical assistance and staff development to assist each state in the development of a systems-based personnel and training plan unique to the individual state but common in approach to the plans of other states. This utilization of the systems process allows for considerable information, technical assistance, and resource-sharing among states.

The STSP liaison in each state is responsible for the identification of personnel and training needs of workers within the state, for the identification of available resources, and for establishing priorities for meeting needs. These activities include scheduling, content, location, recruitment, and the delivery date for state-delivered training programs. STSPs are also responsible for interfacing with academic institutions to assist in the granting of credit for state-directed training programs and credit awards for advanced standing based on experiential learning. They also establish evaluation procedures to monitor training effectiveness and to update needs assessments. Credentialing based on the concept of human resource development and improvement of the quality of care was the central element of the long-term planning of the system model.

The program represents a network of 52 state efforts whereby resources--including curriculum materials, information, and staff--are shared. Task forces composed of states and other NTS representatives address issues regarding reciprocity of certification systems, development of staff workshops, orientation of new STSPs, evaluation of state-produced training materials, and other planning and implementation efforts, as the need arises.

The functions of the STSP office in each state could generally be described as follows: coordinating an assessment of the need for drug abuse personnel training; maintaining an inventory of training availabilities and resources within the state; establishing priorities among needs and deriving a state training plan; evaluating the effects of training on job performance; and encouraging licensing, credentialing, and accrediting of drug abuse programs and workers. (Note: Since these functions are the same for each STSP, this description is not repeated for each state in the "Training Sources" section. Only functions and activities that differ from the general description are listed for each STSP.)

The final funding periods for the 50-plus STSP offices have beeen staggered over the period January 1982 thru September 30, 1983. In the absence of Federal funding, most states are continuing to provide training through a variety of mechanisms.

The Career Development Center

The Career Development Center (CDC) was established by the National Institute on Drug Abuse to facilitate and coordinate the interface between training and job-related academic activities. CDC functioned to enhance the career mobility, recognition, and development of drug abuse workers by addressing the career development issues of the drug abuse field. For example, the Center provided technical assistance to states on credentialing issues and conducted workshops on such topics as certification and portfolio development.

The Center also worked closely with the American Council on Education (ACE) by sponsoring reviews of NTS courses for credit recommendations. Close to 40 NTS courses have been awarded academic credit recommendation levels that are recognized by more than 1,200 institutions of higher learning. (A general description of the ACE credit recommendation process, and lists of the approved NTS courses and the colleges and universities granting credit for coursework, appear in this book.)

During 1980-82, CDC became the principal support to the Professional Development Program. The staff's services were utilized in the maintenance of the registry functions for instructor/trainers and also for recording training events listed by the NTS. Other resources included guidance and assistance in credentialing system development, external degree program development, and publication of the Drug Program Review.

The CDC closed in September, 1982 and its functions were absorbed by the Division of Training.

The Professional Development Program

The Professional Development Program (PDP) was a voluntary system designed to provide nationally recognized training and certification opportunities to drug abuse workers by enabling them to document their training achievements. The PDP also collected and analyzed drug abuse training data as part of the effort to improve new training capabilities.

PDP's voluntary certification system supplemented other local, state, or national certification systems.

PDP was administered by the Career Development Center under the direction of the National Training System Professional Development Standards Committee.

The PDP program addressed two separate needs and maintained two systems to help meet these needs. The first involved the certification of the participant or trainee. This system recorded training achievements and provided certification after successful course completion. The second system involved certification standards for persons authorized to deliver NIDA-approved training courses. Two levels of certification were offered: Instructor and Trainer.

In conjunction with these two certification systems, PDP operated both a Trainee and an Instructor/Trainer Registry. It was through these registries that PDP conducted its registration and certification activities involving NTS-approved training events by documenting participants' training achievements and collecting and monitoring training data. Training events were monitored to ensure their adherence to course standards required to sustain American Council on Education (ACE) credit recommendations.

The files of the Professional Development Program are now maintained by the Division of Training.

The Health Professions Education Program

This component of the NTS supported the Career Teacher Program and a Task Force on Health Professions Education.

The Career Teacher Program, in a collaborative effort with the National Institute on Alcohol Abuse and Alcoholism, co-sponsored a program to support a faculty member of selected medical schools to specialize in the study of drug and alcohol abuse and to develop alcohol and drug abuse curricula and materials for use in medical student education. The program worked with the National Board of Medical Examiners, bringing a non-public organization into an interface with the NTS to introduce drug abuse questions on both the National Board and Specialty Board Examinations. The program also conducted a survey of medical, dental, and nursing school curricula to determine substance abuse content.

The Task Force on Health Professions Education provided information to the system and to the body of professionals that it represented. It also recommended and outlined procedures for getting information to the system and to the professionals on the subjects of drug abuse treatment and prevention.

The Health Professions Education Program involved other activities. For example, a Medical Monograph Series for use by primary care and drug treatment staff was prepared by the NDAC. A drug and alcohol curriculum was developed for residencies in family practice. A special study to assess the current and potential use of nurse practitioners and physician assistants in drug abuse treatment and rehabilitation led to the development of curriculum guidelines for those professions.

The Developmental Training Grants Program

The Developmental Training Grants Program was designed to:

- provide accredited and/or credentialed training to professional and paraprofessional treatment personnel to enhance the quality of drug treatment, rehabilitation, prevention, and health care services.
- promote the professional development of drug abuse workers through model in-service and/or interagency training to improve coordination between law enforcement, education, social service, and treatment agencies that serve the drug dependent client.
- upgrade the skills and opportunities for career mobility of drug abuse workers through model, external degree, competency-based training programs.

Training areas eligible for support. Applications for training programs that fell into any one of the following categories were considered for support:

- Competency-based training leading to an academic degree: training projects at the undergraduate level that were designed for paraprofessional drug abuse workers.
- Short-term in-service training courses: projects that provided short-term (up to approximately 40 hours) on-the-job training to professional or paraprofessional drug abuse treatment, rehabilitation, or prevention workers.
- Interagency training: projects designed to provide common training to supervisory and direct service personnel from the community agencies that regularly served the drug abusing client.
- Preparation of health professionals and other professionals to work with drug abuse clients:

projects designed to provide drug abuse training to matriculated students in schools of health or related professions as part of the overall school curriculum.

- Continuing education and resource development for professionals who provide clinical drug abuse treatment or educate drug abuse clinicians: projects that provided training, that updated and refined the knowledge of professionals in the field of drug abuse, or that developed training resources for educators of drug abuse clinicians.
- Administrative management training: projects that developed and/or implemented training for administrators and managers of drug abuse treatment, rehabilitation, and prevention programs.
- National training conferences for treatment, rehabilitation, and prevention personnel to exchange current information and knowlege in the field of drug abuse: full or partial support (maximum of $80,000) for projects that provided continuing education and training opportunities to drug abuse treatment, rehabilitation, and prevention program staff at national conferences.

The National Research Service Awards (NRSA) Program

NRSA for individuals and institutions. NRSA fellowships and institutional grants provided research training experiences in specified areas of biomedical and behavioral research. There were legal limitations on the aggregate number of years of NRSA support an individual could receive through individual and/or institutional grants; i.e., no more than 5 years at the predoctoral level and 3 years at the postdoctoral level. Institutional grants were awarded for a project period of 5 years.

NRSA Minority Access to Research Careers Program, Faculty Fellowship Awards (MARC Program). The MARC Faculty Fellowship Program awards were made to selected faculty members of 4-year institutions whose enrollments were drawn substantially from ethnic minority groups for advanced research training in areas relating to alcohol, drug abuse, and mental health.

NRSA Minority Access to Research Careers Program, Honors Undergraduate Research Training Grants (MARC Program). The MARC Undergraduate Program awards were awarded to institutions to support honors undergraduate research training programs in the biobehavioral, psychological, social, and/or public health sciences. These awards were designed to enhance the recruitment of ethnic minority persons into research careers in alcohol, drug abuse, and mental health.

The Management Internship Program

The Management Internship Program (MIP) was a career mobility project designed to provide 18-month administrative and management internships consisting of on-the-job training in Single State Agencies, while interns were simultaneously working toward completion of their degrees. To ensure that interns developed the skills required for administrative and managerial positions, they were assisted in the development of a degree plan that complemented the on-the-job experience they acquired at SSAs.

The MIP was terminated in June of 1981.

The Federal Agency Training Group

The Federal Agency Training Group (FATG) was formed to help the Federal agencies involved with substance abuse problems deal with them more effectively. Members of the FATG meet four times a year to share information and resources with each other, and to assess the nation's ongoing needs for substance abuse treatment and training.

These meetings of agencies with similar tasks and concerns provide opportunities for discussing current personnel trends and needs and evaluating techniques for the development of such resources as training packages, management information systems, and skilled personnel. The FATG also encourages interagency use of data acquisition systems, management information systems, training resources, facilities, equipment, and personnel. The FATG had been not only economical, but efficient; it provides great continuity in Federal substance abuse treatment and training efforts. As a result of the cooperative efforts made by FATG members, quality services have been made available to a large number of people at a reduced cost to both the government and the taxpayer.

Member Agencies of FATG are:

- Bureau of Prisons
- Department of Defense
- Department of the Interior
- Department of Labor
- Drug Enforcement Administration
- Health Resources Administration
- Housing and Urban Development
- Law Enforcement Assistance Administration
- National Institute on Alcohol Abuse and Alcoholism

National Institute on Drug Abuse
National Institute on Mental Health
Department of Education
Office of Personnel Management
  (formerly the Civil Service Commission)
Veterans Administration

The Division of Training continues to convene quarterly meetings of the FATG.

APPENDIX B

Regional Depository Libraries

The following is a list of the libraries in each state that have copies of the 26 national level drug abuse training course packages. These trainer and participant manuals have been distributed to public and academic libraries by the Government Printing Office (GPO). They will usually be located in the libraries' public documents collection. In accessing them it may be helpful to consult with the librarian.

ALABAMA

Alexander City State Junior College
Thomas D. Russell Library
Alexander City, Alabama 35010

Draughton Library
Auburn University
Auburn, Alabama 36830

Birmingham Public Library
2020 7th Avenue North
Birmingham, Alabama 35203

Jefferson State Junior College
James B. Allen Library
Birmingham, Alabama 35215

Learning Resources Center
Enterprise State Junior College
Enterprise, Alabama 36330

Brewer State Junior College
Learning Resource Center Library
Fayette, Alabama 35555

Jacksonville State University Library
Houston Cole Building
Jacksonville, Alabama 36265

Documents Division Library
University of Southern Alabama
Mobile, Alabama 36688

Mobile Public Library
564 Davis Avenue
Mobile, Alabama 36603

Alabama Superior Court and State Law Library
Judicial Building, Capitol
Montgomery, Alabama 36130

Hollis Burke Frissell Library
Tuskegee Institute
Tuskegee, Alabama 36088

University of Alabama Library
Reference Department
University, Alabama 35486

University of Alabama Law Library
University, Alabama 35486

ALASKA

University of Alaska Library
3211 Providence Avenue
Anchorage, Alaska 99504

University of Alaska Library
Library Documents
Fairbanks, Alaska 99701

State of Alaska Department of Education
Alaska State Library
Juneau, Alaska 99811

ARIZONA

Northern Arizona University Library
Government Documents Collection
Flagstaff, Arizona 86011

Department of Libraries and Archives
Third Floor, State Capitol
Phoenix, Arizona 85007

Phoenix Public Library
12 East McDowell Road
Phoenix, Arizona 85004

Arizona State University Library
Documents Service
Tempe, Arizona 85287

Documents
University of Arizona Library
Tucson, Arizona 85721

Yuma City County Library
350 3rd Avenue
Yuma, Arizona 85364

ARKANSAS

University of Arkansas Library
Reference Department
Fayetteville, Arkansas 72701

Arkansas State Library
Documents Services Section
1 Capitol Mall
Little Rock, Arkansas 72201

University of Arkansas at Little Rock Library
33rd and University
Little Rock, Arkansas 72204

University of Arkansas at Monticello Library
Monticello, Arkansas 71655

Arkansas Technical University
Tomlinson Library
Russellville, Arkansas 72801

Arkansas State University
Dean B. Ellis Library
State University, Arkansas 72467

CALIFORNIA

Humboldt State University Library
Arcata, California 95521

Bakersfield Library
9001 Stockdale Highway
Bakersfield, California 93309

Documents Department
General Library
University of California
Berkeley, California 94720

California State University
Chico Library
Chico, California 95929

West Hills Community College Library
300 Cherry Lane
Coalinga, California 93210

Huntington Park Library
6518 Miles Avenue
Huntington Park, California 90255

University of California at Los Angeles Library
405 Hilgard Avenue
Los Angeles, California 90024

Oakland Public Library
125 14th Street
Oakland, California 94612

Documents Section
California State Library
Sacramento, California 95809

University of Connecticut
Wilbur Cross Library
Storrs, Connecticut 06268

Post College Library
800 Country Club Road
Waterbury, Connecticut 06708

Silas Bronson Public Library
267 Grand Street
Waterbury, Connecticut 06702

University of New Haven Library
300 Orange Avenue
West Haven, Connecticut 06516

DELAWARE

William C. Jason Library
Delaware State College
Dover, Delaware 19901

DISTRICT OF COLUMBIA

Department Library
Department of Health and Human Services
Room 1436, North Building
Washington, D.C. 20201

D.C. Public Library
901 G Street, N.W.
Washington, D.C. 20001

University of the District of Columbia Library
8th and K Streets, N.W.
Washington, D.C. 20001

FLORIDA

Florida Atlantic University Library
Division of Public Documents
Boca Raton, Florida 33431

University of Florida Library
Library West
Gainesville, Florida 32611

Burns Library
122 North Ocean Street
Jacksonville, Florida 32202

Jacksonville University Library
University Boulevard North
Jacksonville, Florida 32211

University of North Florida Library
4567 St. Johns Bluff Road South
Jacksonville, Florida 32216

Florida International University Library
Taimiami Trail
Miami, Florida 33144

Florida International University
North Miami Campus Library
Miami, Florida 33181

Government Publications
University of Miami Library
Miami, Florida 33124

University of Central Florida Library
Documents Department
Orlando, Florida 32816

San Francisco State College
1630 Holloway Avenue
San Francisco, California 94132

Santa Rosa Sonoma County Public Library
3rd and E Streets
Santa Rosa, California 95404

Stanford University Libraries
Government Documents Department
Stanford, California 94305

California State College at Stanislavs Library
800 Monte Vista Avenue
Turlock, California 95380

COLORADO

Adams State College
Learning Resources Center
Alamosa, Colorado 81101

Government Documents Division
University of Colorado Libraries
Boulder, Colorado 80309

Tutt Library
Colorado College
Colorado Springs, Colorado 80903

Auraria Libraries
Lawrence and 11th Streets
Denver, Colorado 80204

Colorado State Library
1362 Lincoln
Denver, Colorado 80203

Denver Public Library
1357 Broadway
Denver, Colorado 80203

Penrose Library
University of Denver
Denver, Colorado 80208

Colorado State University Libraries
Fort Collins, Colorado 80523

University of Northern Colorado
Documents Room, The Libraries
Greeley, Colorado 80631

Jefferson County Public Library
10200 West 20th
Lake Wood, Colorado 80215

University of Southern Colorado Library
2200 Bonforte Boulevard
Pueblo, Colorado 81001

CONNECTICUT

Bridgeport Public Library
925 Board Street
Bridgeport, Connecticut 06603

Western Connecticut State College Library
181 White Street
Danbury, Connecticut 06810

Connecticut State Library
231 Capitol Avenue
Hartford, Connecticut 06115

Hartford Public Library
500 Main Street
Hartford, Connecticut 06103

Southern Connecticut State College Library
501 Crescent Street
New Haven, Connecticut 06515

Biscayne College Library
16400 N.W. 32nd Avenue
Opa Locka, Florida 33054

John C. Pace Library
University of West Florida
Pensacola, Florida 32504

Broward County Library System
1301 West Copens Road
Pompano Beach, Florida 33064

Stetson University College of Law Library
1401 61st Street South
St. Petersburg, Florida 33707

Coleman Memorial Library
Florida A & M University
Tallahassee, Florida 32307

Florida State University
R.M. Strozier Library
Tallahassee, Florida 32306

Tampa Public Library
900 North Ashley Street
Tampa, Florida 33602

University of South Florida Library
4202 Fowler Avenue
Tampa, Florida 33620

GEORGIA

James Earl Carter Library
Georgia Southwestern College
Americus, Georgia 31709

University of Georgia Libraries
Athens, Georgia 30603

Georgia Institute of Technology Library
225 North Avenue, NW
Atlanta, Georgia 30332

Georgia State University Library
104 Decatur Street, SE
Atlanta, Georgia 30303

Robert W. Woodruff Library
Emory University
Atlanta, Georgia 30322

Atlanta University Library
273 Chestnut Street, SW
Atlanta, Georgia 30314

Augusta College Library
2500 Walton Way
Augusta, Georgia 30904

Brunswick Glynn County Regular Library
208 Gloucester Street
Brunswick, Georgia 31520

West Georgia College
Irvine Sullivan Ingram Library
Carrollton, Georgia 30118

North Georgia College
Stewart Library
Dahlomega, Georgia 30533

Dekalb Community College South Campus
Learning Resources Center
3251 Panthersville Road
Decatur, Georgia 30034

Mercer University Library
1330 Edgemont Avenue
Macon, Georgia 31207

Berry College Memorial Library
Mount Berry, Georgia 30149

Rosenwald Library
Georgia Southern College
Statesboro, Georgia 30460

HAWAII

University of Hawaii at Hilo Library
1400 Kapiolani Street
Hilo, Hawaii 96720

Hawaii Medical Library Inc.
1221 Punchbowl Street
Honolulu, Hawaii 96813

Hawaii State Library
478 South King Street
Honolulu, Hawaii 96813

University of Hawaii Library
2550 The Mall
Honolulu, Hawaii 96822

IDAHO

Boise State University Library
Boise, Idaho 83725

University of Idaho Library
Documents Section
Moscow, Idaho 83843

Idaho State University Library
Documents Department
Pocatello, Idaho 83201

ILLINOIS

Southern Illinois University
Morris Library
Carbondale, Illinois 62901

Booth Library
Eastern Illinois University
Charleston, Illinois 61920

Chicago Public Library
425 North Michigan Avenue
Chicago, Illinois 60611

Chicago State University Library
95th Street at King Drive
Chicago, Illinois 60628

John Crerar Library
35 West 33rd Street
Chicago, Illinois 60616

Northeastern Illinois University Library
5500 North Saint Louis Avenue
Chicago, Illinois 60625

University of Chicago Libraries
1100 East 57th Street
Chicago, Illinois 60637

University of Illinois Library
Documents Section
Chicago, Illinois 60680

Founders Memorial Library
Northern Illinois University
De Kalb, Illinois 60115

Southern Illinois University
Lovejoy Memorial Library
Edwardsville, Illinois 62025

Brooks Library
Principia College
Elsah, Illinois 62028

Northwestern University Library
Government Publications Department
Evanston, Illinois 60201

MacMurray College
Henry Pfeiffer Library
Jacksonville, Illinois 62650

Nazarene College Library
Benner Library and Resource Center
Kankakee, Illinois 60901

Donnelley Library
Lake Forest College
Lake Forest, Illinois 60045

Illinois Benedictine College Library
Maple Avenue and College Road
Lisle, Illinois 60532

Western Illinois University Library
Macomb, Illinois 61455

Wabash Valley College Library
2200 College Drive
Mount Carmel, Illinois 62863

Mt. Prospect Public Library
10 South Emerson Street
Mt. Prospect, Illinois 60056

Illinois State University
Milner Library
Normal, Illinois 61761

Oak Park Public Library
834 Lake Street
Oak Park, Illinois 60301

Governors State University Library
Documents Department
Park Forest, Illinois 60466

Director of Library
Bradley University
Peoria, Illinois 61625

Peoria Public Library
107 NE Monroe
Peoria, Illinois 61602

Illinois State Library
Centennial Building
Springfield, Illinois 62706

Poplar Creek Public Library
1405 South Park Boulevard
Streamwood, Illinois 60103

University of Illinois Library
1408 West Gregory Drive
Urbana, Illinois 61801

INDIANA

Charles E. Wilson Library
Anderson College
Anderson, Indiana 46011

Indiana University Libraries
Documents Department
Bloomington, Indiana 47401

Indiana University
Law Library
Bloomington, Indiana 47405

Indiana State University at Evansville Library
8600 University Boulevard
Evansville, Indiana 47712

Evansville and Vanderburgh County
Public Library
22 SE 5th Street
Evansville, Indiana 47706

Public Library of Fort Wayne and Allen County
900 Webster Street
Fort Wayne, Indiana 46802

Purdue University
2101 East US 30 Bypass
Fort Wayne, Indiana 46805

Indiana University Northwest Campus
3400 Broadway
Gary, Indiana 46408

De Paul University
Roy O. West Library
Greencastle, Indiana 46135

Indiana State Library
140 North Senate Avenue
Indianapolis, Indiana 46204

Indianapolis Law School Library
735 West New York Street
Indianapolis, Indiana 46202

Indiana University Purdue Library
815 West Michigan Street
Indianapolis, Indiana 46202

Purdue University Library
Lafayette, Indiana 47907

Ball State University Library
Government Publications Service
Muncie, Indiana 47306

Indiana University Southeast Library
4201 Grantline Road
New Albany, Indiana 47150

Lilly Library
Earlham College
Richmond, Indiana 47374

Indiana University at South Bend Library
1700 Mishawaka Avenue
South Bend, Indiana 46634

Cunningham Memorial Library
Indiana State University
Terre Haute, Indiana 47809

Valparaiso University
Moellering Memorial Library
Valparaiso, Indiana 46383

IOWA

Iowa State University Library
Government Documents Department
Ames, Iowa 50010

University of Northern Iowa Library
Documents Collection
Cedar Falls, Iow 50613

Public Library of Des Moines
100 Locust Street
Des Moines, Iowa 50309

Iowa State Library
Historical Building
Des Moines, Iowa 50309

KANSAS

Benedictine College Library
20 and Division Streets
Atchison, Kansas 66002

Baker University Library
Baldwin City, Kansas 66006

William Allen White Library
Emporia Kansas State College
Emporia, Kansas 66801

Fort Hays State University Library
Fort Hays Kansas State College
Hays, Kansas 67601

Hutchinson Public Library
901 North Main Street
Hutchinson, Kansas 67501

Documents Collection
University of Kansas Libraries
Lawrence, Kansas 66045

Documents Department
Kansas State University Library
Manhattan, Kansas 66506

Pittsburg State University
Documents Department, Library
Pittsburg, Kansas 66762

Johnson County Library
8700 West 63rd Street
Shawnee Mission, Kansas 66201

Kansas State Library
Third Floor
State House
Topeka, Kansas 66612

KENTUCKY

Helm Cravens Library
Western Kentucky University
Bowling Green, Kentucky 42101

Centre College
Grace Doherty Library
Danville, Kentucky 40422

Thomas More College Library
2771 Turkey Foot Road
Fort Mitchell, Kentucky 41017

W. Frank Steeley Library
Northern Kentucky University
Highland Heights, Kentucky 41076

University of Kentucky
Government Publications Department
Lexington, Kentucky 40506

Louisville Free Public Library
4th and York Streets
Louisville, Kentucky 40203

University of Louisville Library
Belknap Campus
Louisville, Kentucky 40208

Morehead State University
Johnson Camden Library
Morehead, Kentucky 40351

Murray State University Library
15th and Olive Streets
Murray, Kentucky 42071

Kentucky Wesleyan College Library
Owensboro, Kentucky 42301

Crabbe Library
Eastern Kentucky University
Richmond, Kentucky 40475

LOUISIANA

Government Documents Department
Louisiana State University Library
Baton Rouge, Louisiana 70803

Government Documents Department
Southern University Library
Baton Rouge, Louisiana 70813

Louisiana State University at Eunice
Ledoux Library
Eunice, Louisiana 70535

Southeastern Louisiana University
Sims Memorial Library
Hammond, Louisiana 70402

University of Southwestern Louisiana Libraries
Lafayette, Louisiana 70504

Northeast Louisiana University
Sandel Library
Monroe, Louisiana 71201

Howard Tilton Memorial Library
Tulane University
New Orleans, Louisiana 70118

University of New Orleans Library
Lake Front
New Orleans, Louisiana 70122

New Orleans Public Library
219 Loyola Avenue
New Orleans, Louisiana 70140

Southern University of New Orleans Library
6400 Press Drive
New Orleans, Louisiana 70126

Richard W. Norton Memorial Library
Louisiana College
Pineville, Louisiana 71360

Prescott Memorial Library
Louisiana Technical University
Ruston, Louisiana 71272

Nicholls State University
Library Documents Division
Thibodaux, Louisiana 70301

MAINE

Maine State Library
State House
Augusta, Maine 04330

Bangor Public Library
145 Harlow Street
Bangor, Maine 04401

Maine Maritime Academy
Nutting Memorial Library
Castine, Maine 04421

University of Maine
Raymond H. Fogler Library
Orono, Maine 04473

University of Maine Law Library
246 Deering Avenue
Portland, Maine 04102

Nasson College Library
Springvale, Maine 04083

MARYLAND

Maryland State Law Library
361 Rowe Boulevard
Annapolis, Maryland 21401

Nimitz Library
U.S. Naval Academy
Annapolis, Maryland 21402

Milton S. Eisenhower Library
Johns Hopkins University
Baltimore, Maryland 21218

Enoch-Pratt Free Library
400 Cathedral Street
Baltimore, Maryland 21201

Morgan State College Library
Hillen Road and Cold Spring Lane
Baltimore, Maryland 21239

McKeldin Library
Documents Division
University of Maryland
College Park, Maryland 20740

Frostburg State College Library
Frostburg, Maryland 21532

Salisbury State College
Blackwell Library
Salisbury, Maryla 21801

MASSACHUSETTS

University of Massachusetts
Goodell Library
Amherst, Massachusetts 01002

Bapst Library
Boston College
Boston, Massachusetts 02167

Boston Public Library
Documents Receipts
Boston, Massachusetts 02117

Brandeis University Library
415 South Street
Boston, Massachusetts 02154

Serials Records Division
Harvard College Library
Boston, Massachusetts 02138

Our Lady of the Elms College Library
291 Springfield Street
Chicopee, Massachusetts 01013

University of Lowell Library
1 University Avenue
Lowell, Massachusetts 01854

Tufts University Library
Documents Department
Medford, Massachusetts 02155

Southeastern Massachusetts University Library
Documents Section
New Bedford, Massachusetts 02747

Cushing Martin Library
Stonehill College
North Easton, Massachusetts 02356

Springfield City Library
220 State Street
Springfield, Massachusetts 01103

Williams College Library
Williamstown, Massachusetts 01267

Medical Center Library
University of Massachusetts
Worcester, Massachusetts 01605

Worcester Public Library
Salem Square
Worcester, Massachusetts 01608

MICHIGAN

Stockwell Memorial Library
Albion College
Albion, Michigan 49224

University of Michigan
Marlan Hatcher Library
Ann Arbor, Michigan 48109

Detroit College of Law Library
130 East Elizabeth Street
Detroit, Michigan 48201

Detroit Public Library
5201 Woodward Avenue
Detroit, Michigan 48202

Mercy College of Detroit Library
8200 West Outer Drive
Detroit, Michigan 48219

Wayne State University Library
5244 Gullen Mall
Detroit, Michigan 48202

Michigan State University Library
Documents Department
East Lansing, Michigan 48824

Flint Public Library
1026 East Kearsley Street
Flint, Michigan 48503

University of Michigan at Flint Library
Government Documents Division
Flint, Michigan 48503

Grand Rapids Public Library
Library Plaza
Grand Rapids, Michigan 49503

Michigan Technical University
Library Documents Department
Houghton, Michigan 49931

Dwight B. Waldo Library
Western Michigan University
Kalamazoo, Michigan 49008

Kalamazoo Public Library
315 South Rose Street
Kalamazoo, Michigan 49007

Michigan State Library
733 East Michigan Avenue
Lansing, Michigan 48909

Olson Library
Northern Michigan University
Marquette, Michigan 49855

Monroe County Library System
3700 South Custer Road
Monroe, Michigan 48161

Macomb County Library
16480 Hall Road
Mount Clemens, Michigan 48044

Library Documents Section
Central Michigan University
Mount Pleasant, Michigan 48859

Olivet College Library
Olivet, Michigan 49076

St. Clair County Library System
210 McMorran Boulevard
Port Huron, Michigan 48060

Kresge Library
Oakland University
Rochester, Michigan 48063

Hoyt Public Library
505 Janes Street
Saginaw, Michigan 48605

Delta College Library
Mackinaw and Kuch Roads
University Center, Michigan 48710

Wayne County Public Library
33030 Van Born Road
Wayne, Michigan 48184

Eastern Michigan University
University Library
Ypsilanti, Michigan 48197

MINNESOTA

Bemidji State University
A.C. Clark Library
Bemidji, Minnesota 56601

St. Johns University
Alcuin Library
Collegeville, Minnesota 56321

Mankato State College
Government Publications
Mankato, Minnesota 56001

Hennepin County Libraries
70th at York Avenue South
Minneapolis, Minnesota 55435

Minneapolis Public Library
300 Nicollet Mall
Minneapolis, Minnesota 55401

University of Minnesota
Wilson Library
Documents Division
Minneapolis, Minnesota 55455

Moorhead State University Library
Moorhead, Minnesota 56560

Carleton College Library
Northfield, Minnesota 55057

St. Olaf College
Rolvaag Memorial Library
Northfield, Minnesota 55057

Saint Cloud State University
Library Documents
Saint Cloud, Minnesota 56[illegible]01

St. Paul Public Library
Saint Paul, Minnesota 55102

Gustavus-Adolphus College Library
Saint Peter, Minnesota 56082

MISSISSIPPI

J.C. Fant Memorial Library
Mississippi University for Women
Columbus, Mississippi 39701

The Library
University of Southern Mississippi
Hattiesburg, Mississippi 39401

Alcorn A & M College Library
Lorman, Mississippi 39096

Mitchell Memorial Library
Mississippi State University
State College, Mississippi 39762

University of Mississippi Library
Documents Department
University, Mississippi 38677

MISSOURI

Southeast Missouri State University
Kent Library
Cape Girardeau, Missouri 63701

University of Missouri Columbia Law Library
Tate Hall
Columbia, Missouri 65211

Lincoln University
Inman E. Page Library
Jefferson City, Missouri 65101

Missouri State Library
308 East High Street
Jefferson City, Missouri 65101

Kansas City Public Library
311 East 12th Street
Kansas City, Missouri 64106

University of Missouri at Kansas City Library
5100 Rockhill Road
Kansas City, Missouri 64110

University of Missouri at Kansas City
Leon E. Bloch Law Library
Kansas City, Missouri 64110

Pickler Memorial Library
Northeast Missouri State University
Kirksville, Missouri 63501

Library Documents Section
University of Missouri at Rolla
Rolla, Missouri 65401

Maryville College Library
13550 Conway Road
Saint Louis, Missouri 63141

Saint Louis County Library
1640 South Lindbergh
Saint Louis, Missouri 63131

Saint Louis Public Library
1301 Olive Street
Saint Louis, Missouri 63103

Saint Louis University Law Library
3700 Lindell Boulevard
Saint Louis, Missouri 63108

University of Missouri at Saint Louis Library
8001 Natural Bridge Road
Saint Louis, Missouri 63121

John M. Olin Library
Washington University
660 Millbrook Boulevard
Saint Louis, Missouri 63130

Southwest Missouri State College Library
901 South National
Springfield, Missouri 65802

Central Missouri State College
Ward Edwards Library
Warrensburg, Missouri 64093

MONTANA

Eastern Montana College
Library Documents
Billings, Montana 59101

Montana State University Library
Bozeman, Montana 59717

Montana State Library
930 East Lyndale Avenue
Helena, Montana 59601

State Law Library of Montana
Capitol
Helena, Montana 59601

University of Montana Library
Documents Department
Missoula, Montana 59812

NEBRASKA

C.A. Dana Life Library
Dana College
Blair, Nebraska 68008

Perkins Library
Doane College
Crete, Nebraska 68333

Midland Lutheran College Library
Femont, Nebraska 68025

Nebraska Library Commission
Nebraska Public Clearinghouse
1420 P Street
Lincoln, Nebraska 68508

University of Nebraska Libraries
D.L. Love Memorial Library
Acquisitions Department
Lincoln, Nebraska 68588

Omaha Public Library
Clark Branch
215 South 15th Street
Omaha, Nebraska 68102

U.S. Conn Library
Wayne State College
Wayne, Nebraska 68787

NEVADA

Nevada State Library
401 North Carson Street
Carson City, Nevada 89701

Clark County Library District
1726 East Charleston
Las Vegas, Nevada 89104

University of Nevada at Las Vegas Library
4505 Maryland Parkway
Las Vegas, Nevada 89154

Government Publications Department
University of Nevada Library
Reno, Nevada 89557

NEW HAMPSHIRE

New Hampshire State Library
20 Park Street
Concord, New Hampshire 03301

University of New Hampshire Library
Durham, New Hampshire 03824

Dartmouth College
Baker Library
Hanover, New Hampshire 03755

NEW JERSEY

Free Public Library of Bloomfield
90 Broad Street
Bloomfield, New Jersey 07003

Cumberland County Library
800 East Commerce Street
Bridgeton, New Jersey 08302

Rutgers University Camden Library
300 North 4th Street
Camden, New Jersey 08102

Free Public Library of Elizabeth
11 South Broad Street
Elizabeth, New Jersey 07202

Savitz Learning Resource Center
Glassboro State College
Glassboro, New Jersey 08028

Jersey City Public Library
472 Jersey Avenue
Jersey City, New Jersey 07302

Jersey City State College
F.A. Irwin Library
2039 Kennedy Boulevard
Jersey City, New Jersey 07305

Ramapo College Library
Mahwah, New Jersey 07430

Harry S. Sprague Library
Montclair State College
Montclair, New Jersey 07043

Newark Public Library
5 Washington Street
Newark, New Jersey 07101

Rutgers State University Library
185 University Avenue
Newark, New Jersey 07102

Rutgers University Law Library
15 Washington Street
Newark, New Jersey 07102

Rutgers University Library
Government Documents Department
New Brunswick, New Jersey 08901

Passaic Public Library
195 Gregory Avenue
Passaic, New Jersey 07055

230

County College of Morris Library
Route 10 and Center Grove Road
Randolph Township, New Jersey 07869

Eastern Branch Monmouth County Library
New Jersey Highway 35
Red Bank, New Jersey 07701

Seton Hall University
McLaughlin Library
South Orange, New Jersey 07079

New Jersey State Library
Law and Reference Bureau
Trenton, New Jersey 08625

Wayne Public Library
475 Valley Road
Wayne, New Jersey 07470

NEW MEXICO

Medical Center Library
University of New Mexico
Albuquerque, New Mexico 87131

University of New Mexico
Zimmerman Library
Albuquerque, New Mexico 87131

New Mexico State University Library
Documents Division
Las Cruces, New Mexico 88003

New Mexico Highlands University
Donnely Library
Las Vegas, New Mexico 87701

Golden Library
Eastern New Mexico University
Portales, New Mexico 88130

New Mexico State Library
300 Don Gaspar
Santa Fe, New Mexico 87501

Western New Mexico University
Miller Library
Silver City, New Mexico 88061

NEW YORK

New York State Library
Empire State Plaza
Albany, New York 12230

State University of New York at Albany Library
1400 Washington Avenue
Albany, New York 12222

Seymour Library
176 Genesee Street
Auburn, New York 13021

Suny at Binghamton
Glenn G. Bartle Library
Binghamton, New York 13901

State University of New York
Drake Memorial Library
Brockport, New York 14420

Brooklyn College Library
Bedford Avenue and Avenue H
Brooklyn, New York 11210

Brooklyn Public Library
Grand Army Plaza
Brooklyn, New York 11238

Downstate Medical Center Library
450 Clarkson Avenue
Brooklyn, New York 11203

Public Documents Section
Fordham University Library
Bronx, New York 10458

Herbert H. Lehman College Library
Bedford Park Boulevard West
Bronx, New York 10468

Buffalo and Erie County Public Library
Lafayette Square
Buffalo, New York 14203

Cheektowaga Public Library
2580 Harlem Road
Buffalo, New York 14225

State University of New York
Lockwood Memorial Library
Buffalo, New York 14260

St. Lawrence University
Owen D. Young Library
Canton, New York 13617

Corning Community College
Arthur A. Houghton, Jr., Library
Corning, New York 14830

State University of New York at Cortland
Memorial Library
Cortland, New York 13045

East Islip Public Library
381 East Main Street
East Islip, New York 11730

State University of New York Library
Melville Road
Farmingdale, New York 11735

Queensborough Community College Library
22205 56th Avenue
Flushing, New York 11364

Adelphi University Library
South Avenue
Garden City, New York 11530

Milne Library
State University of New York
Geneseo, New York 14454

B. David Schwartz Memorial Library
C.W. Post Center, Long Island University
Greenvale, New York 11548

Colgate University Library
Hamilton, New York 13346

Queens Borough Public Library
8911 Merrick Boulevard
Jamaica, New York 11438

State University College Library
New Paltz, New York 12561

City College Library
135th Street and Convent Avenue
New York, New York 10031

Columbia University Libraries
420 West 118th Street, Room 327
New York, New York 10027

New York Public Library, Astor Branch
476 Fifth Avenue
New York, New York 10018

New York Public Library, Lenox Branch
476 Fifth Avenue
New York, New York 10018

New York University Library
70 Washington Square South
New York, New York 10012

Niagara Falls Public Library
1425 Main Street
Niagara Falls, New York 14305

Penfield Library
State University of New York
Oswego, New York 13126

Benjamin F. Feinberg Library
State University College
Plattsburgh, New York 12901

State University College Library
Pierrepont Avenue
Potsdam, New York 13676

Rochester Public Library
115 South Avenue
Rochester, New York 14604

University of Rochester Library
River Campus Station
Rochester, New York 14627

St. Bonaventure University
Friedsam Memorial Library
St. Bonaventure, New York 14778

Wagner College Library
Grymes Hill
Staten Island, New York 10301

Main Library, Documents Section
State University of New York at Stony Brook
Stony Brook, New York 11790

Syracuse University Library
Documents Division
Syracuse, New York 13210

Troy Public Library
100 Second Street
Troy, New York 12180

Nassau Library System
900 Jerusalem Avenue
Uniondale, New York 11553

SUC Utica Rome
811 Court Street
Utica, New York 13502

Yonkers Public Library
7 Main Street
Yonkers, New York 10701

NORTH CAROLINA

Rich Memorial Library
Campbell College
Butes Creek, North Carolina 27506

University of North Carolina Library
BA SS Division Documents
Chapel Hill, North Carolina 27514

Public Library of Charlotte and
Mecklenburg County
310 North Tryon Street
Charlotte, North Carolina 28202

Duke University
William R. Perkins Library
Durham, North Carolina 27706

North Carolina Central University
James E. Shepard Memorial Library
Durham, North Carolina 27707

Jackson Library
University of North Carolina at Greensboro
Greensboro, North Carolina 27412

East Carolina University
Library Documents Department
Greenville, North Carolina 27834

Pembroke State University
Mary H. Livermore Library
Pembroke, North Carolina 28372

State Library Documents Branch
109 East Jones Street
Raleigh, North Carolina 27611

D.H. Hill Library
North Carolina State University
Raleigh, North Carolina 27607

Wake County Public Library
104 Fayetteville Street
Raleigh, North Carolina 27601

Catawba College Library
Salisbury, North Carolina 28144

William M. Randall Library
University of North Carolina at Wilmington
Wilmington, North Carolina 28401

Forsyth City Public Library System
660 West 5th Street
Winston-Salem, North Carolina 27101

Wake Forest University
Z. Smith Reynolds Library
Winston-Salem, North Carolina 27109

NORTH DAKOTA

North Dakota State University Library
Federal Documents Office
Fargo, North Dakota 58105

Fritz Library
University of North Dakota
Grand Forks, North Dakota 58201

Minot State College Memorial Library
Minot, North Dakota 58701

OHIO

Ohio Northern University
J.P. Taggart Law Library
Ada, Ohio 45810

Akron Public Library
55 South Main Street
Akron, Ohio 44326

Bierce Library
University of Akron
Akron, Ohio 44325

Ohio University Library
Documents Department
Athens, Ohio 45701

Bowling Green State University
Library Building
Bowling Green, Ohio 43402

Malone College Library
515 25th Street NW
Canton, Ohio 44709

Public Library of Cincinnati and
 Hamilton County
800 Vine Street
Cincinnati, Ohio 45202

University of Cincinnati Library
Cincinnati, Ohio 45221

Case Western Reserve University Library
11161 East Boulevard
Cleveland, Ohio 44106

Cleveland Public Library
325 Superior Avenue
Cleveland, Ohio 44114

Ohio State University Library
1858 Neil Avenue
Columbus, Ohio 43210

Ohio State Library
65 South Front Street
Columbus, Ohio 43215

The Public Library of Columbus and
 Franklin County
96 South Grant Avenue
Columbus, Ohio 43215

Dayton and Montgomery County Public Library
215 East 3rd Street
Dayton, Ohio 45402

University of Dayton Library
300 College Park Avenue
Dayton, Ohio 45469

Reference Department
Wright State University Library
Dayton, Ohio 45435

Elyria Public Library
320 Washington Avenue
Elyria, Ohio 44035

Kenyon College Library
Gambier, Ohio 43022

Kent State University Library
Documents Division
Kent, Ohio 44242

Marietta College
Dawes Memorial Library
Marietta, Ohio 45750

Oberlin College Library
Oberlin, Ohio 44074

Miami University Library
Documents Department
Oxford, Ohio 45056

Portsmouth Public Library
1220 Gallia Street
Portsmouth, Ohio 45662

University of Steubenville
Starvaggi Memorial Library
Steubenville, Ohio 43952

Toledo Public Library
325 Michigan Street
Toledo, Ohio 43624

University of Toledo
2801 West Bancroft Street
Toledo, Ohio 43606

Public Library of Youngstown and
 Mahoning County
305 Wick Avenue
Youngstown, Ohio 44503

Youngstown State University Library
410 Wick Avenue
Youngstown, Oh 44555

OKLAHOMA

East Central University
Linscheid Library
Ada, Oklahoma 74820

Bethany Nazarene College Library
4175 North College
Bethany, Oklahoma 73008

Central State University
Library Documents Department
Edmond, Oklahoma 73034

Langston University
G. Lamar Harrison Library
Langston, Oklahoma 73050

Muskogee Public Library
801 West Okmulgee Avenue
Muskogee, Oklahoma 74401

University of Oklahoma Libraries
401 West Brooks
Norman, Oklahoma 73019

Oklahoma Department of Libraries
200 North East 18th Street
Oklahoma City, Oklahoma 73105

Oklahoma State University Library
Stillwater, Oklahoma 74074

Northeastern Oklahoma State University
John Vaughan Library
Tahlequah, Oklahoma 74464

University of Tulsa Library
600 South College
Tulsa, Oklahoma 74104

OREGON

University of Oregon Library
Documents Section
Eugene, Oregon 97403

Pacific University Library
Forest Grove, Oregon 97116

Portland State University Library
Portland, Oregon 97207

Oregon State Library
State Library Building
Salem, Oregon 97310

Library Documents Division
Oregon State University
State University, Oregon 97331

PENNSYLVANIA

Hill Library
Cheyney State College
Cheyney, Pennsylvania 19319

Robert Morris College Library
Narrows Run Road
Coraopolis, Pennsylvania 15108

Kemp Library
East Stroudsburg State College
East Stroudsburg, Pennsylvania 18301

Langenheim Memorial Library
Thiel College
Greenville, Pennsylvania 16125

State Library of Pennsylvania
Harrisburg, Pennsylvania 17126

Haverford College Library
Haverford, Pennsylvania 19041

Hazleton Area Public Library
Church and Maple Streets
Hazleton, Pennsylvania 18201

Franklin and Marshall College
Documents Library
Lancaster, Pennsylvania 17604

Bertrand Library
Bucknell University
Lewisburg, Pennsylvania 17837

Mansfield State College Library
Mansfield, Pennsylvania 16933

Allegheny College Library
North Main Street
Meadville, Pennsylvania 16335

Millersville State College
Ganser Library
Millersville, Pennsylvania 17551

Drexel University Library
32nd and Chestnut Streets
Philadelphia, Pennsylvania 19104

Free Library of Philadelphia
Logan Square
Philadelphia, Pennsylvania 19103

Thomas Jefferson University Library
11th and Walnut Streets
Philadelphia, Pennsylvania 19107

Temple University
Paley Library, Documents Room
Philadelphia, Pennsylvania 19122

Allegheny County Law Library
921 City County Building
Pittsburgh, Pennsylvania 15219

Carnegie Library
4400 Forbes Avenue
Pittsburgh, Pennsylvania 15213

Hillman Library
University of Pittsburgh
Pittsburgh, Pennsylvania 15260

La Roche College Library
9000 Babcock Boulevard
Pittsburgh, Pennsylvania 15237

Scranton Public Library
North Washington and Vine Streets
Scranton, Pennsylvania 18503

Ezra Lehman Memorial Library
Shippensburg State College
Snippensburg, Pennsylvania 17257

Slippery Rock State College Library
Slippery Rock, Pennsylvania 16057

Pennsylvania State University Library
Documents Section
University Park, Pennsylvania 16802

West Chester State College Library
Government Documents Department
West Chester, Pennsylvania 19380

Kings College Library
14 West Jackson Street
Wilkes Barre, Pennsylvania 18711

York College of Pennsylvania Library
Country Club Road
York, Pennsylvania 17405

Westmoreland County Community College
Armbrust Road
Youngwood, Pennsylvania 15697

RHODE ISLAND

U.S. Naval War College Library
Newport, Rhode Island 02840

Brown University Library
Prospect Street
Providence, Rhode Island 02912

Rhode Island College Library
600 Mount Pleasant Avenue
Providence, Rhode Island 02908

University of Rhode Island Library
Government Publications Office
Wakefield, Rhode Island 02881

SOUTH CAROLINA

Baptist College Library
Charleston, South Carolina 29411

South Carolina State Library
1500 Senate Street
Columbia, South Carolina 29201

Undergraduate Library
University of South Carolina
Columbia, South Carolina 29208

South Carolina State College
Miller F. Whittaker Library
Orangeburg, South Carolina 29115

SOUTH DAKOTA

South Dakota State Library
State Library Building
Pierre, South Dakota 57501

South Dakota School of Mines and
Technology Library
Rapid City, South Dakota 57701

Black Hills State College Library
Spearfish, South Dakota 57783

TENNESSEE

Chattanooga Hamilton County Library
1001 Broad Street
Chattanooga, Tennessee 37402

Tennessee Technological University
Jere Whitson Memorial Library
Cookeville, Tennessee 38501

East Tennessee State University
Sherrod Library, Documents Department
Johnson City, Tennessee 37614

University of Tennessee Library
Cumberland Avenue
Knoxville, Tennessee 37996

Memphis and Shelby County Public Library
and Information Center
1850 Peabody Avenue
Memphis, Tennessee 38104

Memphis State University
John W. Brister Library
Memphis, Tennessee 38152

Fisk University Library
17th Avenue North
Nashville, Tennessee 37203

Vanderbilt University Library
Central Documents Unit
Nashville, Tennessee 37203

TEXAS

Abilene Christian University
Margaret and Herman Brown Library
Abilene, Texas 79699

Simmons University Library
Abilene, Texas 79601

U.S. Documents Section
Texas State Library
Austin, Texas 78711

University of Texas at Austin
Perry Castaneda Library
Austin, Texas 78712

University of Texas Law Library
2500 Red River Street
Austin, Texas 78705

Lee College Library
Baytown, Texas 77520

Lamar University Library
Beaumont, Texas 77710

Walker Memorial Library
Howard Payne College
Brownwood, Texas 76801

West Texas State University Library
West Texas Station
Canyon, Texas 79015

Texas A & M University Library
College Station, Texas 77843

East Texas State University Library
East Texas Station
Commerce, Texas 75428

Corpus Christi State University Library
6300 Ocean Drive
Corpus Christi, Texas 78412

Dallas Baptist College Library
3000 Florina Drive
Dallas, Texas 75211

Dallas Public Library
1954 Commerce Street
Dallas, Texas 75201

Zale Library
Bishop College
3837 Simpson Stuart Road
Dallas, Texas 75241

Southern Methodist University
Fondren Library
Dallas, Texas 75275

University of Texas Health Science
Center Library
5323 Harry Hines Boulevard
Dallas, Texas 75235

Pan American University Library
Edinburg, Texas 78539

El Paso Public Library
501 North Oregon
El Paso, Texas 79901

Burnett Library
Texas Christian University
Fort Worth, Texas 76129

Rosenberg Library
2310 Sealy
Galveston, Texas 77550

Houston Public Library
500 McKinney
Houston, Texas 77002

University of Houston Libraries
3801 Cullen Boulevard
Houston, Texas 77004

Sam Houston State University Library
Government Documents Department
Huntsville, Texas 77341

Irving Public Library
Irving, Texas 75061

Texas Arts and Industries University Library
Kingsville, Texas 78363

Laredo Junior College Library
West End Washington Street
Laredo, Texas 78040

Texas Technical University Library
Lubbock, Texas 79409

Steen Library
Stephen F. Austin State University
Nacogdoches, Texas 75962

North Texas State University Library
North Texas, Texas 76203

St. Marys University Academic Library
2700 Cincinnati Avenue
San Antonio, Texas 78284

San Antonio College Library
1001 Howard Street
San Antonio, Texas 78288

San Antonio Public Library
203 South St. Marys Street
San Antonio, Texas 78285

Trinity University Library
715 Stadium Drive
San Antonio, Texas 78284

University of Texas at San Antonio Library
San Antonio, Texas 78285

Southwest Texas State University Library
San Marcos, Texas 78666

Baylor University Library
Waco, Texas 76706

UTAH

Utah State University Library
UMC 30
Logan, Utah 84322

Weber State College Library
3750 Harrison Boulevard
Ogden, Utah 84408

Lee Library
Brigham Young University
Provo, Utah 84602

University of Utah
Marriott Library
Salt Lake City, Utah 84112

University of Utah Medical Center Library
Building 89
Salt Lake City, Utah 84112

VERMONT

University of Vermont
Bailey Library
Burlington, Vermont 05401

Norwich University Library
Northfield, Vermont 05663

VIRGINIA

Department of the Navy
Office of the Judge Advocate General
200 Stovall Street
Alexandria, Virginia 22332

George Mason University School of Law Library
3401 North Fairfax Drive
Arlington, Virginia 22201

Virginia Polytech Institute Library
Documents Department
Blacksburg, Virginia 24061

Bridgewater College Library
Bridgewater, Virginia 22812

University of Virginia
Alderman Library
Charlottesville, Virginia 22901

Danville Community College Library
Bonner Avenue
Danville, Virginia 24541

Hampton Institute
Huntington Memorial Library
Hampton, Virginia 23668

Madison Memorial Library
James Madison University
Harrisonburg, Virginia 22807

Patrick Henry Community College Library
Martinsville, Virginia 24112

Norfolk Public Library
301 East City Hall Avenue
Norfolk, Virginia 23510

Old Dominion University Library
Hampton Boulevard
Norfolk, Virginia 23508

Virginia State College Library
Johnston Memorial Library
Petersburg, Virginia 23803

Federal Bureau of Investigation
FBI Academy Library
Quantico, Virginia 22135

Virginia Commonwealth University Library
901 Park Avenue
Richmond, Virginia 23220

Virginia State Library
Documents Section
Richmond, Virginia 23219

College of William and Mary
Swen Library
Williamsburg, Virginia 23185

WASHINGTON

Western Washington University Library
516 High Street
Bellingham, Washington 98225

Eastern Washington University
The Library
Cheney, Washington 99004

Central Washington University Library
Documents Section
Ellensburg, Washington 98926

Everett Public Library
2700 Hoyt Avenue
Everett, Washington 98201

Washington State Library
Documents Section
Olympia, Washington 98501

Washington State University Library
Documents Section
Pullman, Washington 99164

Seattle Public Library
4th and Madison
Seattle, Washington 98104

University of Washington Library
Government Documents Center
Seattle, Washington 98195

Spokane Public Library
West 906 Main Avenue
Spokane, Washington 99201

Tacoma Public Library
1102 South Tacoma Avenue
Tacoma, Washington 98402

University of Puget Sound Library
1500 North Warner
Tacoma, Washington 98416

WEST VIRGINIA

West Virginia Library Commission
Reference Library
State Science and Cultural Center
Charleston, West Virginia 25305

Davis and Elkins College Library
Elkins, West Virginia 26241

Fairmont State College Library
Locust Avenue
Fairmont, West Virginia 26554

Glenville State College
Robert F. Kidd Library
Glenville, West Virginia 26351

Marshall University Library
1655 Third Avenue
Huntington, West Virginia 25701

West Virginia University Library
Morgantown, West Virginia 26505

WISCONSIN

Beloit College Library
731 College Street
Beloit, Wisconsin 53511

Fond du Lac Public Library
32 Sheboygan Street
Fond du Lac, Wisconsin 54935

University of Wisconsin
Green Bay Library
Green Bay, Wisconsin 54302

La Crosse Public Library
800 Main Street
La Crosse, Wisconsin 54601

Madison Public Library
201 West Mifflin Street
Madison, Wisconsin 53703

State Historical Society Library
816 State Street
Madison, Wisconsin 53706

Medical College of Wisconsin, Inc.
Milwaukee, Wisconsin 53226

Milwaukee Public Library
814 West Wisconsin Avenue
Milwaukee, Wisconsin 53233

Mount Mary College Library
2900 Menomonee River Parkway
Milwaukee, Wisconsin 53222

University of Wisconsin at Milwaukee
Library Documents
Milwaukee, Wisconsin 53201

University of Wisconsin at Oshkosk Library
800 Algoma Boulevard
Oshkosh, Wisconsin 54901

University of Wisconsin at Platteville
725 West Main Street
Platteville, Wisconsin 53818

University of Wisconsin at Stevens Point
Learning Resources Center
Stevens Point, Wisconsin 54481

University of Wisconsin
Jim Dan Hill Library
Superior, Wisconsin 54880

Waukesha Public Library
321 Wisconsin Avenue
Waukesha, Wisconsin 53186

University of Wisconsin at Whitewater
Harold Andersen Library
Whitewater, Wisconsin 53190

WYOMING

Wyoming State Library
Supreme Court and Library Building
Cheyenne, Wyoming 82002

University of Wyoming
Coe Library
Laramie, Wyoming 82070

GUAM

Nieves M. Flores Memorial Library
Agana, Guam 96910

PUERTO RICO

Catholic University of Puerto Rico Library
Ponce, Puerto Rico 00731

University of Puerto Rico
General Library
San Juan, Puerto Rico 00931

VIRGIN ISLANDS

College of the Virgin Islands
Ralph M. Paiewonsky Library
Charlotte Amalie
Saint Thomas, Virgin Islands 00801

Enid Baa Public Library
Charlotte Amalie
Saint Thomas, Virgin Islands 00801

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